



WAREHAM

Town Council

Town Hall
East Street
Wareham
Dorset
BH20 4NS

3 January 2024

To: All Members of the Policy, Resources and Finance Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **POLICY, RESOURCES AND FINANCE COMMITTEE** to be held on **TUESDAY 9 JANUARY 2024** in the Council Chamber, Town Hall, East Street, Wareham at **19:00 hrs** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Nicola Gray
Town Clerk

Please contact the Town Council Office on 01929 553006 if you need any further information on this Agenda.

Members of the Policy, Resources and Finance Committee

Councillor K Critchley (Chairman)
Councillor M Cotton
Councillor K Green
Councillor D Robinson
Councillor C Turner

Councillor D Budd (Vice Chair)
Councillor Z Gover
Councillor V Green
Councillor M Russell

A G E N D A

9 JANUARY 2024

1. Apologies for absence

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

2. Declarations of interest

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34)

3. Public participation time

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's 'Protocol for Public Participation Time' which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100)

4. Confirmation of minutes of previous meeting held on 5 DECEMBER 2023

To confirm, as a correct record, the minutes of the previous meeting of the Committee (LGA1972 sch12).

5. Matters arising from the minutes of the last meeting held on 5 DECEMBER 2023

To consider any matters arising from the previous minutes of the Committee.

6. Payment of outstanding creditors – TO FOLLOW

To receive the list of outstanding creditors and balances due for payment including reports of any outstanding payments made, note any queries, and approve payments. (LGA1972 s150).

Queries on payments should be notified to the Clerk in advance of the meeting as the financial systems of the Council will not be available for interrogation at the meeting.

7. Bank Reconciliation – November 2023 and December 2023

To consider and approve the Bank Reconciliations for November 2023 and December 2023.

8. Lease Vehicle Unplanned Costs

To inform members of the additional payments due on the van purchased under lease hire agreement.

9. 2024/25 Draft Budget – TO FOLLOW

To consider the draft 2024/25 draft budget and precept for recommendation to Full Council.

10. Any other items the Chairman deems urgent

For report, information or for the agenda at the next meeting of the Policy, Resources and Finance Committee. Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

11. Date of next meeting

To note the date of the next meeting, which is scheduled for **13 FEBRUARY 2024 at 7.00pm.**



Minutes of a meeting of the Policy, Resources and Finance Committee held on 5 December 2023 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors K Critchley (Chairman), D Budd (Vice Chairman), M Cotton, Z Gover, K Green, V Green, D Robinson, C Turner

Officers present: N Gray, Town Clerk and G Pettifer, Deputy Town Clerk

PRF 058/23 Apologies for absence

Apologies were received and accepted from Cllr M Russell.

PRF 059/23 Declarations of interest

Cllr Cotton declared an interest in Agenda Item 9.

PRF 060/23 Public participation time

There were no members of the public present.

PRF 061/23 Confirmation of the minutes of the previous meeting

It was **RESOLVED** that the minutes of the previous meeting of the Policy, Resources and Finance Committee, held on 24 October 2023, were **APPROVED** and would be signed by the Chairman following the meeting.

PRF 062/23 Matters arising from the minutes of the previous meeting

Cllr Budd asked if the date for notice on Unit 2 Ryan Business Park had been confirmed and the Clerk noted she was awaiting to hear from Aston Rose, the management company, but that notice had been given regardless of the date.

PRF 063/23 Payment of outstanding creditors

It was **RESOLVED** the payment of creditors in the sum of £48,407.24 be **APPROVED**.

PRF 064/23 Budget Monitoring Report – Q2

The budget monitoring report for quarter 2 of the 2023/24 financial year was **RECEIVED** and **NOTED**.

PRF 065/23 Youth Club Grant

Members considered the application from Purbeck Youth & Community Foundation, in respect of Wareham Youth Club, for a request of grant monies.

Members considered the amount of deficit being declared and agreed that the foundation should be seeking more grant funding from other sources, not just the Council.

It was recognised that it would be for a new Council to consider its position on long term grant funding after the elections in May 2024 and the current Council should only consider a financial input for the 2024/25 financial year only, as that was its budget remit.

It was **RESOLVED** to award £5,000 to Purbeck Youth & Community Foundation for one year, with the Foundation to request any ongoing support from the newly elected Council in 2024.

PRF 066/23 Carey Hall Grant Request

Cllr Cotton left the room.

The Committee considered a grant request from Carey Hall Charity, to replace the heating system. Members agreed the sum being requested was a very small amount of the overall project cost, but the support from the Town Council would help the Trust to secure funding from other available grant sources.

It was **RESOLVED** to award £500.00 to the Carey Hall Charity to help towards its refurbishment of the heating system.

Cllr Cotton returned to the meeting.

PRF 067/23 Bus Shelter

The Committee considered the recommendation from the Amenities Committee and the budget from which it could be funded from.

It was **RESOLVED** to approve the recommendation from the Amenities Committee of £414.75 +VAT to make repairs to the bus shelter in Bere Road/Northmoor Way, with the Bus Shelter Maintenance budget being allocated with an overspend which would be absorbed at year end.

PRF 068/23 Garage Doors

The Committee considered the recommendation from the Amenities Committee and the budget from which it could be funded from.

It was **RESOLVED** to approve recommendation from the Amenities Committee of £2690.00 inc VAT to replace the doors on the two garages at the Recreation Ground, with the costs to be covered by the Bloors Homes Upgrade of Recreation Ground facilities reserve budget.

PRF 069/23 Health and Safety support provider

The Clerk presented the report noting the differences between the current provider and Peninsular, which the Committee carefully considered.

It was **RESOLVED** to approve Peninsula, as the new Health and Safety support provider at an annual cost of £2604 +VAT and IPT, paid monthly and to serve the requisite 12 months' notice to Worknest.

PRF 070/23 Policy Resources and Finance Draft Budget Items

The Committee considered the Policy Resources and Finance budget lines for the 2024/25 financial year and made the following amendments.

157 Mill Lane Annual Maintenance to be amended to £500

27 Purbeck Youth Centre Grant to be amended to £5,000.00

112 Museum Events to be amended to £2,000.00

85 Gas – Pavilion to be removed

18 Town Crier Competition to be amended to £500

47 Town Hall Equipment & Buildings Maintenance to be increased to £15,000 - to allow for redecoration of the windows.

The Staff Costs budget to be taken from the tabled figures rather than the draft budget prepared figures.

An earmarked reserve should be established and added to annually for a replacement vehicle.

Members expressed thanks to the Clerk for providing such a considered and comprehensive set of figures.

PRF 071/23 Any other items the Chairman deems urgent

There were no items deemed urgent.

PRF 072/23 Date of next meeting

It was noted that the next meeting of the Policy, Resources and Finance Committee was scheduled to be held at 7.00pm on 9 January 2024.

Chairman.....

Date.....

Draft

Wareham Town Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 30/11/2023		
	Cash in Hand 01/04/2023		482,524.63
	ADD		
	Receipts 01/04/2023 - 30/11/2023		646,395.34
			1,128,919.97
	SUBTRACT		
	Payments 01/04/2023 - 30/11/2023		359,252.97
			769,667.00
	Cash in Hand 30/11/2023		
	(per Cash Book)		
B	Cash in hand per Bank Statements		
	Petty Cash	30/11/2023	0.00
	Wareham Burial Joint Committee	31/03/2024	76,474.00
	Lloyds Bank Receipts	30/11/2023	652,674.64
	Lloyds Bank Business Account (Pa	30/11/2023	40,518.36
			769,667.00
	Less unrepresented payments		
		769,667.00	
	Plus unrepresented receipts		
			769,667.00
	Adjusted Bank Balance		
			769,667.00
	A = B Checks out OK		

Wareham Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
404 HMRC	06/11/2023	PRF 048/23	Lloyds Bank Business	BACS	HMRC and Pension costs	Dorset Council	X	4,624.99		4,624.99
404 Pension Contributions	06/11/2023	PRF 048/23	Lloyds Bank Business	BACS	HMRC and Pension costs	Dorset Council	X	4,629.09		4,629.09
										9,254.08
421 Electric - Pavilion	06/11/2023	PRF 048/23	Lloyds Bank Business	DD	Electricity - Pavilion	SSE SWALEC	L	53.42	2.67	56.09
										56.09
422 Electricity - Quay Toilets	06/11/2023	PRF 048/23	Lloyds Bank Business	DD	Electricity - Quay Toilets	SSE SWALEC	L	266.80	13.34	280.14
										280.14
428 Stripe Fees	01/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
430 Stripe Fees	13/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
439 Honorariums	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Honorarium - Clockwinder	Simon Miles - Clockwinder	X	500.00		500.00
										500.00
440 Honorariums	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Honorarium - Museum Manage	J Hall	X	250.00		250.00
										250.00
441 Honorariums	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Honorarium - Museum Curator	Heather Scharnhorst	X	250.00		250.00
										250.00
442 Honorariums	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Honorarium - Town Crier	J Hall	X	225.00		225.00
										225.00
443 Honorariums	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Honorarium - Sergeant at Mac	Nigel Spiller	X	225.00		225.00
										225.00
444 Honorariums	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Honorarium - Photographer	Sue Wheatley	X	225.00		225.00
										225.00
445 Stripe Fees	14/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
446 Stripe Fees	16/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
447 Stripe Fees	16/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	1.06		1.06
										1.06
448 Card Payment fees	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Car park credit card processing	3C Payment UK Ltd	S	86.86	17.37	104.23
										104.23
449 Equipment & Buildings Maint	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Stairlift Maintenance	Acorn Stairlifts	S	325.00	65.00	390.00
449 Equipment & Buildings Maint	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Stairlift Maintenance	Acorn Stairlifts	S	495.00	99.00	594.00
										984.00
450 Software Support	11/11/2023	TC 090/23	Lloyds Bank Business	DEB	Acrobat Pro	Adobe Systems Software	S	16.64	3.33	19.97
										19.97
451 Office Expenditure	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Copier charges	Clarity Copiers Ltd	S	43.13	8.63	51.76

Wareham Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
										51.76
452	01/11/2023	TC 090/23	Lloyds Bank Business	DD	Daily clean of public toilets	Clean Deep Services Ltd	S	1,086.00	217.20	1,303.20
452	01/11/2023	TC 090/23	Lloyds Bank Business	DD	Daily clean of public toilets	Clean Deep Services Ltd	S	1,086.00	217.20	1,303.20
										2,606.40
453	14/11/2023	TC 090/23	Lloyds Bank Business	DD	Town Hall gas monthly gas us	Crown Gas & Power Ltd	L	162.02	8.10	170.12
										170.12
454	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Water for Water Cooler	Eden Springs UK Ltd	S	29.20	5.84	35.04
										35.04
455	10/11/2023	TC 090/23	Lloyds Bank Business	DD	Mobile phone and car park tick	EE	S	172.30	34.46	206.76
455	10/11/2023	TC 090/23	Lloyds Bank Business	DD	Mobile phone and car park tick	EE	S	3.10	0.62	3.72
455	10/11/2023	TC 090/23	Lloyds Bank Business	DD	Mobile phone and car park tick	EE	S	3.10	0.62	3.72
										214.20
456	06/11/2023	TC 090/23	Lloyds Bank Business	DD	MF67 DCV Fuel	Fuelcard Services	S	80.63	16.13	96.76
										96.76
457	13/11/2023	TC 090/23	Lloyds Bank Business	DD	HD55 EKB	Fuelcard Services	S	38.83	7.77	46.60
										46.60
458	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Mayoral Chain and Box	Fattorini	S	1,282.05	256.42	1,538.47
										1,538.47
459	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Horticultural Supplies	Holme for Gardens	S	247.92	49.58	297.50
459	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	Horticultural Supplies	Holme for Gardens	S	63.54	12.71	76.25
										373.75
460	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Maintenance of fire alarm syst	Dorset Electrical & Fire Alarm	S	182.33	36.46	218.79
										218.79
461	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Software & Website Provision	Rejuvenate	S	514.28	102.86	617.14
										617.14
462	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Vehicle MOT MF67 DCV	M J White Ltd	Z	58.00		58.00
										58.00
463	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Painting and Decorating	Paul Stickland	Z	1,188.00		1,188.00
										1,188.00
464	07/11/2023	TC 89/23	Lloyds Bank Business	FPO	PHone box repairs	Unicorn Restorations	S	32.74	6.55	39.29
										39.29
465	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Miscellaneous Grounds Items	W Pond Ltd	S	2.46	0.49	2.95
465	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Miscellaneous Grounds Items	W Pond Ltd	S	4.13	0.83	4.96
										7.91
466	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Year 3 Funding - Wareham Yo	Purbeck Youth and Communi	X	4,500.00		4,500.00
										4,500.00
467	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Roof Hooks	Trade UK	S	41.66	8.33	49.99
										49.99
468	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Groundsman uniform	Trade UK	S	27.49	5.50	32.99

Wareham Town Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
468	Uniform	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Groundsman uniform	Trade UK	Z	47.99		47.99
											80.98
469	Street Lighting	20/11/2023	TC 090/23	Lloyds Bank Business	DD	Unmetered electrical supply fo	SSE Southern Electric	L	120.32	6.02	126.34
469	Street Lighting	20/11/2023	TC 090/23	Lloyds Bank Business	DD	Unmetered electrical supply fo	SSE Southern Electric	L	53.90	2.68	56.58
											182.92
470	Electricity - HL Toilets	13/11/2023	TC 090/23	Lloyds Bank Business	DD	Electricity usage	SSE SWALEC	L	303.90	15.19	319.09
											319.09
471	Refuse Collection	30/11/2023	TC 090/23	Lloyds Bank Business	DD	Town Hall monthly refuse colle	Suez Recycling & Recovery U	S	203.62	40.72	244.34
											244.34
472	Grass Cutting	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Grass cutting	Wessex Grounds Services	S	529.01	105.80	634.81
472	Grass Cutting - Hauses	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Grass cutting	Wessex Grounds Services	S	584.79	116.96	701.75
											1,336.56
473	Insurance	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Motor Insurance	Zurich Municipal	S	605.66	121.13	726.79
											726.79
474	Insurance	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Liabilities Insurance	Zurich Municipal	S	6,162.05	1,232.41	7,394.46
											7,394.46
475	Water - Depot	01/11/2023	TC 090/23	Lloyds Bank Business	DD	Depot Water Charges	Water2Business 70323677	Z	102.75		102.75
											102.75
476	Cash Payment Fees	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Car Park Coin Sorting Fee	Loomis UK Ltd	S	34.18	6.84	41.02
											41.02
477	Mileage - Staff	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	TH Staff mileage - Training Co	Tom Hannam	X	8.24		8.24
											8.24
478	Water - HL Toilets	01/11/2023	TC 090/23	Lloyds Bank Business	4063882936	Howards Lane toilets monthly	Water2Business 26972900	E	95.00		95.00
											95.00
479	Rates - HL CP	01/11/2023	TC 090/23	Lloyds Bank Business	DD	Howards Lane car park rates	Dorset Council	E	996.00		996.00
											996.00
480	Rates - Town Hall	01/11/2023	TC 090/23	Lloyds Bank Business	DD	Town Hall Rates	Dorset Council	E	1,076.00		1,076.00
											1,076.00
481	Water - Pavilion	01/11/2023	TC 090/23	Lloyds Bank Business	DD	water usage Pavilion	Water2Business	Z	43.00		43.00
											43.00
482	Water - Town Hall	01/11/2023	TC 090/23	Lloyds Bank Business	DD	Town Hall monthly water usag	Water2Business 26972900	E	89.50		89.50
											89.50
484	Telephone	24/11/2023	TC 090/23	Lloyds Bank Business	DD	Mobile phone and car park tick	BT	S	29.99	6.00	35.99
											35.99
485	Telephones	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Office telephone system	Rejuvenate	S	80.21	16.04	96.25
											96.25
486	Civic Events	15/11/2023	TC 89/23	Lloyds Bank Business	FPO	Remembrance Sunday Road C	Amberon	S	1,933.92	386.80	2,320.72
											2,320.72
487	Stripe Fees	21/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
											0.58

Wareham Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
488 Stripe Fees	21/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
489 Stripe Fees	21/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
490 Stripe Fees	27/11/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
491 General Office Reserve	22/11/2023	PRF 063/23	Lloyds Bank Business	DEB	Union Flag for Town Hall	Flagmakers	S	77.49	15.50	92.99
										92.99
492 Equipment & Buildings Maint	23/11/2023	PRF 063/23	Lloyds Bank Business	FPO	Plumbing items	Trade UK	S	5.37	1.07	6.44
492 Maintenance - ML	23/11/2023	PRF 063/23	Lloyds Bank Business	FPO	Plumbing items	Trade UK	S	15.82	3.17	18.99
492 Maintenance - ML	23/11/2023	PRF 063/23	Lloyds Bank Business	FPO	Plumbing items	Trade UK	S	6.24	1.25	7.49
492 Maintenance - ML	23/11/2023	PRF 063/23	Lloyds Bank Business	FPO	Plumbing items	Trade UK	S	13.32	2.66	15.98
492 Maintenance - ML	23/11/2023	PRF 063/23	Lloyds Bank Business	FPO	Plumbing items	Trade UK	S	17.49	3.50	20.99
										69.89
494 Salaries	27/11/2023	PRF 063/23	Lloyds Bank Business	BACS	Monthly salaries	Dorset Council	X	16,730.51		16,730.51
										16,730.51
530 Bank Charges	20/11/2023		Lloyds Bank Business	PAY	Bank Service Charges	Lloyds Bank	Z	11.85		11.85
										11.85
Total								53,005.53	3,280.75	56,286.28

Wareham Town Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
320 Stallholders	01/11/2023		Lloyds Bank Receipts	FPI	Christmas Market Stall - Lily's I	Lily's Produce	S	20.83	4.17	25.00
										25.00
353 Events	03/11/2023		Lloyds Bank Receipts	501387	Wareham museum	Wareham Museum	Z	73.00		73.00
										73.00
354 Stallholders	13/11/2023		Lloyds Bank Receipts		Christmas Market Stall - Miggle	Miggles	S	20.83	4.17	25.00
										25.00
356 Corn Exchange Hire	02/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Wareham Slimming World	S	52.50	10.50	63.00
										63.00
358 Corn Exchange Hire	06/11/2023		Lloyds Bank Receipts		Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
358 Corn Exchange Hire	06/11/2023		Lloyds Bank Receipts		Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
										40.00
359 Corn Exchange Hire	06/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
359 Corn Exchange Hire	06/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
359 Corn Exchange Hire	06/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
										60.00
360 Stallholders	06/11/2023		Lloyds Bank Receipts	FPI	Christmas Market Stall - Jane f	Jane Wood	S	41.67	8.33	50.00
										50.00
364 Stallholders	14/11/2023		Lloyds Bank Receipts		Christmas Market Stall - The Ir	The Inner Beauty Vibe	S	20.83	4.17	25.00
										25.00
365 Corn Exchange Hire	08/11/2023		Lloyds Bank Receipts	501388	Hire of Corn Exchange	Andrew Childs Arts & Crafts	S	38.75	7.75	46.50
										46.50
366 Stallholders	16/11/2023		Lloyds Bank Receipts		Christmas Market - John Curtis	John Curtis	S	20.83	4.17	25.00
										25.00
367 Corn Exchange Hire	16/11/2023		Lloyds Bank Receipts		Corn Exchange Hire	RSPB Dorset Reserves	S	37.50	7.50	45.00
367 Corn Exchange Hire	16/11/2023		Lloyds Bank Receipts		Corn Exchange Hire	RSPB Dorset Reserves	S			
367 Corn Exchange Hire	16/11/2023		Lloyds Bank Receipts		Corn Exchange Hire	RSPB Dorset Reserves	S			
										45.00
368 Football Pitch Hire	13/11/2023		Lloyds Bank Receipts	FPI	Football Pitch Hire	Swanage EBC	X	50.00		50.00
										50.00
369 Bank Interest	09/11/2023		Lloyds Bank Receipts	FPI	Bank interest	Lloyds Bank	X	789.01		789.01
										789.01
370 Parking - Cash Income	01/11/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	257.43	51.49	308.92
										308.92
371 Parking - Cash Income	07/11/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	692.08	138.42	830.50
										830.50
372 Card Payment Commission P	07/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-8.87	-1.77	-10.64
372 Parking - Card Income	07/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	187.17	37.43	224.60

Wareham Town Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
										213.96
373 Card Payment Commission P	14/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-9.93	-1.99	-11.92
373 Parking - Card Income	14/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	219.75	43.95	263.70
										251.78
374 Stallholders	21/11/2023		Lloyds Bank Receipts		Christmas Market Stall - Out T	Out The Box Shop	S	20.83	4.17	25.00
										25.00
375 Stallholders	21/11/2023		Lloyds Bank Receipts		Christmas Market Stall - Willow	Willow and Rose	S	20.83	4.17	25.00
										25.00
376 Stallholders	21/11/2023		Lloyds Bank Receipts		Christmas Market Stall - Miss M	Briony Ireland	S	20.83	4.17	25.00
										25.00
378 Stallholders	15/11/2023		Lloyds Bank Receipts	501389	Christmas Market Stall - Purbe	Purbeck Youth and Communi	S	20.83	4.17	25.00
										25.00
379 Stallholders	15/11/2023		Lloyds Bank Receipts	FPO	Christmas Market Stall - Make	Makegeek Crafts	S	20.83	4.17	25.00
										25.00
380 Stallholders	15/11/2023		Lloyds Bank Receipts	FPO	Christmas Market Stall - Weas	Jo Clayton	S	20.83	4.17	25.00
										25.00
381 Stallholders	14/11/2023		Lloyds Bank Receipts	FPO	Christmas Market Stall - Barcel	Barcelona Spirit Brands	S	20.83	4.17	25.00
										25.00
382 Corn Exchange Hire	14/11/2023		Lloyds Bank Receipts	FPO	Corn Exchange Hire	Mark Staddon-Gover	S	16.67	3.33	20.00
										20.00
383 Stallholders	14/11/2023		Lloyds Bank Receipts	FPO	Christmas Market Stall - A F Jc	A F Joy	S	20.83	4.17	25.00
										25.00
384 Stallholders	14/11/2023		Lloyds Bank Receipts	FPO	Christmas Market Stall - Crafty	Craftybird Designs	S	20.83	4.17	25.00
										25.00
392 Corn Exchange Hire	02/11/2023		Lloyds Bank Receipts		Hire of Corn Exchange	Wareham Slimming World	S	0.42	0.08	0.50
										0.50
393 Stallholders	27/11/2023		Lloyds Bank Receipts		Christmas Market Stall - Englis	Carl Grice	S	20.83	4.17	25.00
										25.00
394 Football Pitch Hire	20/11/2023		Lloyds Bank Receipts		Football Pitch Hire	Swanage EBC	X	50.00		50.00
										50.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
395 Croquet Pitch Hire	22/11/2023		Lloyds Bank Receipts	FPI	Croquet Lawn Hire	Wareham Croquet Club	X	25.00		25.00
										200.00

Wareham Town Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
401	30/11/2023		Lloyds Bank Receipts		Corn Exchange Hire	Wareham Camera Club	S	7.79	1.56	9.35
										9.35
402	28/11/2023		Lloyds Bank Receipts	FPI	Football Pitch Hire	Corfe Castle Vets	X	50.00		50.00
										50.00
403	28/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
										20.00
404	28/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
404	28/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Zumba	S	16.67	3.33	20.00
										40.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
405	27/11/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Dance A Day	S	19.17	3.83	23.00
										276.00
406	27/11/2023		Lloyds Bank Receipts	FPI	Football Pitch Hire	Swanage EBC	X	50.00		50.00
										50.00
407	24/11/2023		Lloyds Bank Receipts	FPI	Christmas Market - Paul Cude	Paul Cude	S	20.83	4.17	25.00
										25.00
408	28/11/2023		Lloyds Bank Receipts	FPI	Ev Charging Point Contribution	MER Charging UK Ltd	S	1.35	0.27	1.62
										1.62
409	16/11/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	441.79	88.36	530.15
										530.15
410	21/11/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	252.42	50.48	302.90
										302.90
411	22/11/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	144.25	28.85	173.10
										173.10
412	30/11/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	301.58	60.32	361.90
										361.90
413	21/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-10.45	-2.09	-12.54
413	21/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	233.17	46.63	279.80
										267.26

Wareham Town Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
414	Card Payment Commission P	28/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-11.22	-2.24	-13.46
414	Parking - Card Income	28/11/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	252.00	50.40	302.40
											288.94
415	Phone Payment Commission	15/11/2023		Lloyds Bank Business	BCG	Car park App payments	Just Park Parking Ltd	S	-139.40	-27.88	-167.28
415	Parking - Phone Payments	15/11/2023		Lloyds Bank Business	BCG	Car park App payments	Just Park Parking Ltd	S	1,671.42	334.28	2,005.70
											1,838.42
							Total		6,607.70	1,069.11	7,676.81

Wareham Town Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/12/2023			
	Cash in Hand 01/04/2023			482,524.63
	ADD			
	Receipts 01/04/2023 - 31/12/2023			652,231.64
				1,134,756.27
	SUBTRACT			
	Payments 01/04/2023 - 31/12/2023			419,821.48
A	Cash in Hand 31/12/2023 (per Cash Book)			714,934.79
	Cash in hand per Bank Statements			
	Petty Cash	31/12/2023	0.00	
	Wareham Burial Joint Committee	31/03/2024	76,474.00	
	Lloyds Bank Receipts	31/12/2023	621,826.56	
	Lloyds Bank Business Account (Pa	31/12/2023	16,634.23	
				714,934.79
	Less unrepresented payments			
				714,934.79
	Plus unrepresented receipts			
B	Adjusted Bank Balance			714,934.79
	A = B Checks out OK			

Wareham Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
493 Stripe Fees	01/12/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	4.36		4.36
										4.36
495 HMRC	08/12/2023	PRF 063/23	Lloyds Bank Business	BACS	HMRC and Pension costs	Dorset Council	X	7,635.31		7,635.31
495 Pension Contributions	08/12/2023	PRF 063/23	Lloyds Bank Business	BACS	HMRC and Pension costs	Dorset Council	X	7,555.35		7,555.35
										15,190.66
496 Stripe Fees	05/12/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
497 Stripe Fees	05/12/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.58		0.58
										0.58
498 Stripe Fees	06/12/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	0.68		0.68
										0.68
499 Stripe Fees	08/12/2023		Lloyds Bank Receipts		Stripe Transaction Fee	Stripe	X	4.33		4.33
										4.33
500 Rates - Depot	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Unit 2 Ryan Business Park rate	Dorset Council	X	975.00		975.00
										975.00
501 Water - Town Hall	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	Town Hall monthly water usag	Water2Business 26972900	E	95.00		95.00
										95.00
502 Water - Quay Toilets	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	Quay toilets monthly water us:	Water2Business 26887698	E	567.50		567.50
										567.50
503 Rates - HL CP	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	Howards Lane car park rates	Dorset Council	E	996.00		996.00
										996.00
504 Rates - Town Hall	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	Town Hall Rates	Dorset Council	E	1,076.00		1,076.00
										1,076.00
505 Cleaning - HL Toilets	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	Daily clean of public toilets	Clean Deep Services Ltd	S	1,086.00	217.20	1,303.20
505 Cleaning - Quay Toilets	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	Daily clean of public toilets	Clean Deep Services Ltd	S	1,086.00	217.20	1,303.20
										2,606.40
506 Water - Pavilion	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	water usage Pavilion	Water2Business	Z	43.00		43.00
										43.00
507 Water - HL Toilets	01/12/2023	PRF 063/23	Lloyds Bank Business	DD	Howards Lane toilets monthly	Water2Business 26972900	E	89.50		89.50
										89.50
508 Equipment & Buildings Maint	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Boiler Servicing	Asbury Heating Maintenance	S	510.00	102.00	612.00
508 Equipment & Buildings Maint	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Boiler Servicing	Asbury Heating Maintenance	S	274.11	54.82	328.93
										940.93
509 Office Expenditure	01/12/2023	PRF 063/23	Lloyds Bank Business	DEB	Reusable Charity Cheques x 5	Inprint Litho Limited	S	175.00	35.00	210.00
										210.00
510 Office Expenditure	04/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Additional Chairty Cheque (link	Inprint Litho Limited	S	35.00	7.00	42.00
										42.00

Wareham Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
511 Road Closures - Christmas	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Christmas market Road Closures	Dorset Council	Z	95.00		95.00
										95.00
512 Office Expenditure	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Copier charges	Clarity Copiers Ltd	S	54.74	10.95	65.69
										65.69
513 Office Expenditure	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Stationery - copier paper	Consortium	S	26.50	5.30	31.80
										31.80
514 Legal Fees & Costs	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Legal Advice 12 Month Contract	North West Leicestershire District	S	495.00	99.00	594.00
										594.00
515 Office Expenditure	07/12/2023	PRF 063/23	Lloyds Bank Business		Cleaning Materials and Stationery	Consortium	S	3.32	0.66	3.98
515 Office Cleaning	07/12/2023	PRF 063/23	Lloyds Bank Business		Cleaning Materials and Stationery	Consortium	S	1.24	0.25	1.49
515 Office Cleaning	07/12/2023	PRF 063/23	Lloyds Bank Business		Cleaning Materials and Stationery	Consortium	S	14.24	2.85	17.09
515 Office Cleaning	07/12/2023	PRF 063/23	Lloyds Bank Business		Cleaning Materials and Stationery	Consortium	S	24.99	5.00	29.99
515 Equipment & Buildings Maintenance	07/12/2023	PRF 063/23	Lloyds Bank Business		Cleaning Materials and Stationery	Consortium	S	4.51	0.90	5.41
										57.96
516 H&S Consultancy Fees	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Worknest 5th and final year Hire	Worknest Ltd	S	3,728.57	745.71	4,474.28
										4,474.28
517 Events	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Cream Teas for Museum Tea Party	Garden Gate Tea Room (Leigh)	S	93.75	18.75	112.50
										112.50
519 Software Support	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Software & Website Provision	Rejuvenate	S	514.28	102.86	617.14
										617.14
520 Refuse Collection	29/12/2023	PRF 063/23	Lloyds Bank Business	DD	Town Hall monthly refuse collection	Suez Recycling & Recovery UK	S	203.40	40.68	244.08
										244.08
521 Electric - Pavilion	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Electricity - Pavilion	Trade UK	S	4.16	0.83	4.99
										4.99
522 Maintenance - Recreation	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	White Line paint for football pitches	VFM Products Ltd	S	347.88	69.58	417.46
										417.46
523 Road Closures - Christmas	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Road signage	Tradewind Graphics Ltd	S	170.00	34.00	204.00
										204.00
524 General Office Reserve	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Road signage	Tradewind Graphics Ltd	S	85.00	17.00	102.00
										102.00
525 Advertising - Christmas	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Marketing material	Tradewind Graphics Ltd	S	124.50	24.90	149.40
										149.40
526 Mileage - Staff	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Staff Mileage Claim - CILCA travel	Gale Pettifer	Z	15.30		15.30
526 Mileage - Staff	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Staff Mileage Claim - CILCA travel	Gale Pettifer	Z	6.00		6.00
										21.30
527 Electric - Town Hall	11/12/2023	PRF 063/23	Lloyds Bank Business	DD	Electricity usage	SSE SWALEC	S	756.31	151.26	907.57
										907.57
528 Payment Machine Costs	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Loomis Monthly Contract for car	Loomis UK Ltd	S	306.58	61.32	367.90
										367.90

Wareham Town Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
529	Cash Payment Fees	07/12/2023	PRF 063/23	Lloyds Bank Business	FPO	Car Park Coin Sorting Fee	Loomis UK Ltd	Z	41.02		41.02
											41.02
532	Sundries	06/12/2023	TC 108/23	Lloyds Bank Business	DEB	Batteries for Museum	Savers Stores Plc	Z	4.00		4.00
											4.00
533	General Events	13/12/2023	TC 108/23	Lloyds Bank Business	DEB	Fizz & Juice for xmas Receptio	Lidl	S	53.67	10.74	64.41
											64.41
534	Equipment & Buildings Maint	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Miscellaneous Grounds Items	W Pond Ltd	S	2.92	0.58	3.50
534	Service & Maintenance	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Miscellaneous Grounds Items	W Pond Ltd	S	9.13	1.83	10.96
534	Maintenance - HL Toilets	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Miscellaneous Grounds Items	W Pond Ltd	S	9.13	1.83	10.96
534	Maintenance - Quay Toilets	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Miscellaneous Grounds Items	W Pond Ltd	S	1.50	0.30	1.80
											27.22
535	Cash Payment Fees	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Car Park Coin Sorting Fee	Loomis UK Ltd	S	30.75	6.15	36.90
											36.90
536	Card Payment fees	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Car park credit card processing	3C Payment UK Ltd	S	65.48	13.09	78.57
											78.57
537	Rent	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Depot Quarterly Rent	Aston Rose	S	2,062.50	412.50	2,475.00
											2,475.00
538	Telephone	27/12/2023	TC 108/23	Lloyds Bank Business	DD	Museum Telephone	BT	S	29.99	6.00	35.99
											35.99
539	Gas - Town Hall	18/12/2023	TC 108/23	Lloyds Bank Business	DD	Town Hall gas monthly gas use	Crown Gas & Power Ltd	S	367.93	73.58	441.51
											441.51
540	Cleaning/Maintenance/Impro	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Museum Alarm repair	Dorset Electrical & Fire Alarm	S	95.00	19.00	114.00
											114.00
541	Telephones	11/12/2023	TC 108/23	Lloyds Bank Business	DD	Mobile phone and car park tick	EE	S	172.20	34.44	206.64
541	Parking - Phone Payments	11/12/2023	TC 108/23	Lloyds Bank Business	DD	Mobile phone and car park tick	EE	S	6.20	1.24	7.44
											214.08
542	Office Expenditure	11/12/2023		Lloyds Bank Business	DD	Acrobat Pro	Adobe Systems Software	S	16.64	3.33	19.97
											19.97
543	Road Closures - Christmas	05/12/2023	PRF 048/23	Lloyds Bank Business	DD	Christmas market Road Closures	Dorset Council	Z	95.00		95.00
											95.00
545	External Audit	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	External Audit Limited Assuran	BDO LLP	S	1,680.00	336.00	2,016.00
											2,016.00
546	Mileage - Staff	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Staff expenses	Nicola Gray	X	59.90		59.90
											59.90
548	Telephones	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Office telephone system	Rejuvenate	S	77.80	15.56	93.36
											93.36
550	General Events	06/12/2023	TC 108/23	Lloyds Bank Business	FPO	TEN for xmas reception	Dorset Council	Z	21.00		21.00
											21.00
551	Vehicle Tax	21/12/2023	TC 108/23	Lloyds Bank Business	DEB	MF67 DCV TAX	DVLA	E	320.00		320.00
											320.00

Wareham Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
552	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Electrical maintenance	CMB Electrical Services Dorset	S	138.42	27.68	166.10
										166.10
553	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Shutter service	Nationwide Home Innovation	S	150.00	30.00	180.00
										180.00
554	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Play Area Retention release	Sutcliffe Play (South West) Ltd	S	1,231.25	246.25	1,477.50
										1,477.50
555	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Play Area Retention release	Redlynch Leisure Installation	Z	1,225.43		1,225.43
										1,225.43
557	18/12/2023		Lloyds Bank Business	PAY	Bank Charges	Lloyds Bank	Z	11.85		11.85
										11.85
558	21/12/2023		Lloyds Bank Business	FPO	Grant Award Payment	Prime Time Kids Club	Z	850.00		850.00
										850.00
559	21/12/2023		Lloyds Bank Business	FPO	Grant Award Payment	Rex Cinema	Z	1,000.00		1,000.00
										1,000.00
560	21/12/2023		Lloyds Bank Business	FPO	Grant Award Payment	Wareham Father Christmas	Z	1,000.00		1,000.00
										1,000.00
561	21/12/2023		Lloyds Bank Business	FPO	Grant Award Payment	Wareham Christmas Lights	Z	1,000.00		1,000.00
										1,000.00
562	21/12/2023		Lloyds Bank Business	FPO	Grant Award Payment	Wareham Carnival Committee	Z	1,000.00		1,000.00
										1,000.00
563	21/12/2023		Lloyds Bank Business	FPO	Grant Award Payment	Carey Hut Charitable Trust	Z	500.00		500.00
										500.00
564	20/12/2023		Lloyds Bank Business	FPO	Musician for Christmas Reception	Laura Sharley	Z	200.00		200.00
										200.00
565	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Christmas Reception Buffet	Garden Gate Tea Room (Leigh)	S	800.00	160.00	960.00
										960.00
566	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Office Supplies and Napkins	Eastern Shires Purchasing Organisation	S	11.20	2.24	13.44
566	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Office Supplies and Napkins	Eastern Shires Purchasing Organisation	S	8.40	1.68	10.08
566	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Office Supplies and Napkins	Eastern Shires Purchasing Organisation	S	6.35	1.27	7.62
										31.14
567	20/12/2023		Lloyds Bank Business	FPO	Museum Equipment	Preservation Equipment Ltd	S	493.45	98.69	592.14
										592.14
568	20/12/2023	TC 108/23	Lloyds Bank Business	FPO	Building maintenance	Trade UK	S	18.54	3.71	22.25
										22.25
569	29/12/2023		Lloyds Bank Business	BACS	Monthly salaries	Dorset Council	X	12,979.58		12,979.58
										12,979.58
Total								57,130.80	3,532.71	60,663.51

Wareham Town Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
352 Stallholders	07/12/2023		Lloyds Bank Receipts	FPI	Christmas Market - L Davies	Lynette Davies	S	20.83	4.17	25.00
										25.00
396 Corn Exchange Hire	01/12/2023		Lloyds Bank Receipts		Corn Exchange Hire	Youth Sports Trust	S	170.00	34.00	204.00
396 Corn Exchange Hire	01/12/2023		Lloyds Bank Receipts		Corn Exchange Hire	Youth Sports Trust	S	12.50	2.50	15.00
										219.00
397 Stallholders	05/12/2023		Lloyds Bank Receipts		Christmas Market - Little Treas	Little Treasure Company	S	20.83	4.17	25.00
										25.00
398 Stallholders	05/12/2023		Lloyds Bank Receipts		Christmas Market - Alzheimer's	Alzheimer's Dementia UK	S	20.83	4.17	25.00
										25.00
399 Stallholders	06/12/2023		Lloyds Bank Receipts		Christmas Market - I Can Be LI	Helen Hardy	S	20.83	4.17	25.00
										25.00
400 Council Chamber Hire	08/12/2023		Lloyds Bank Receipts		Hire of Council Chamber	Maria Mazrae	S	145.83	29.17	175.00
400 Council Chamber Hire	08/12/2023		Lloyds Bank Receipts		Hire of Council Chamber	Maria Mazrae	S	83.33	16.67	100.00
										275.00
416 Mayor's Charity	13/12/2023		Lloyds Bank Receipts	501391	Love It Local Donation to Mayr	Love It Local Ltd	X	216.50		216.50
										216.50
417 Corn Exchange Hire	15/12/2023		Lloyds Bank Receipts	FPI	Hire of Corn Exchange	Mark Staddon	S	16.67	3.33	20.00
										20.00
418 Football Pitch Hire	11/12/2023		Lloyds Bank Receipts	FPI	Football Pitch Hire	Fran Wareham Rangers	X	50.00		50.00
										50.00
419 Corn Exchange Hire	18/12/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Sustainable Wareham	S	36.67	7.33	44.00
419 Corn Exchange Hire	18/12/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Sustainable Wareham	S			
419 Corn Exchange Hire	18/12/2023		Lloyds Bank Receipts	FPI	Corn Exchange Hire	Sustainable Wareham	S			
										44.00
421 Phone Payment Commission	14/12/2023		Lloyds Bank Business	BGC	Car park App payments	Just Park Parking Ltd	S	-44.54	-8.91	-53.45
421 Parking - Phone Payments	14/12/2023		Lloyds Bank Business	BGC	Car park App payments	Just Park Parking Ltd	S	1,439.42	287.88	1,727.30
										1,673.85
422 Parking - Cash Income	01/12/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	114.42	22.88	137.30
										137.30
423 Card Payment Commission P	05/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-7.82	-1.56	-9.38
423 Parking - Card Income	05/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	155.83	31.17	187.00
										177.62
424 Parking - Cash Income	05/12/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	192.17	38.43	230.60
										230.60
425 Bank Interest	11/12/2023		Lloyds Bank Receipts	BGC	Bank interest	Lloyds Bank	X	755.26		755.26
										755.26
426 Card Payment Commission P	12/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-6.57	-1.31	-7.88

Wareham Town Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
426	Parking - Card Income	12/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	161.75	32.35	194.10
											186.22
427	Parking - Cash Income	12/12/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	359.08	71.82	430.90
											430.90
428	Parking - Cash Income	13/12/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	106.42	21.28	127.70
											127.70
429	Card Payment Commission P	19/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-7.33	-1.46	-8.79
429	Parking - Card Income	19/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	158.33	31.67	190.00
											181.21
430	Parking - Cash Income	21/12/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	407.46	81.49	488.95
											488.95
431	Parking - Card Income	28/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	162.08	32.42	194.50
431	Card Payment Commission P	28/12/2023		Lloyds Bank Receipts	FPI	Car Park Card Receipts	Worldline Financial Services	S	-8.09	-1.62	-9.71
											184.79
432	Parking - Cash Income	28/12/2023		Lloyds Bank Receipts	TRF	Car Park cash receipts	Loomis UK Ltd	S	281.17	56.23	337.40
											337.40
Total									5,033.86	802.44	5,836.30

POLICY RESOURCES AND FINANCE COMMITTEE REPORT



Meeting Date: 9 January 2024

Agenda Item: 8

Subject:	Lease Vehicle Unplanned Costs
Prepared by:	Gale Pettifer, Deputy Clerk
Purpose of Report:	To inform members of the additional payments due on the van purchased under lease hire agreement.
Background:	<p>PR&F, Minute no. 44 (ii), 15 November 2017, it was resolved to move forward with the purchase of a leased van.</p> <p>The Renault Traffic van – MG67 DCV – was acquired on 28 November 2017.</p> <p>In December 2022 the van was five weeks from the end of lease contract expiry and at the PR&F meeting on 22 December 2022, Min no. 469. it was RESOLVED to purchase the remainder of the vehicle lease at a cost of £6644.58 +VAT with an additional 2% charged by the finance company.</p> <p>A recent invoice from lease finance company BNP Paribas for £425+vat brought to light that under the terms of the original lease agreement the van cannot be purchased, unless it is sold, or scrapped, and an annual 'Secondary' lease agreement was commenced on receipt of the £6644.58 +VAT payment. This was not made clear in January 2023 when it was thought final payments were being made.</p>
Key Points:	<p>The Council entered into a lease agreement without having the full financial or legal implications explained to them.</p> <p>It was clear from the initial reports to Council that the intention was to always buy the vehicle at the end of contract, however, the type of lease agreement entered into would not permit this for tax reasons. The vehicle must be sold to a third party or scrapped to end the lease agreement.</p> <p>There seems to have been some confusion between Hire Purchase and Lease Hire.</p> <p>Global Vans, the vehicle provider, were contacted and suggested the Council sell the van back to them on paper, which would therefore break the lease, with them selling back the vehicle to the Council using a 'paper' transfer, without actually relinquishing ownership.</p> <p>The paper transfer has taken place in order to end the lease agreement, however, the payment of £425 +VAT for the 2023/24 lease term and a documentation fee of £111.60 remain payable. Once these sums have been paid, no further payments are required, and the Council will have full ownership of the vehicle.</p> <p>The Council may continue to pay the annual payments and not own the vehicle if it so wished.</p> <p>There is funding available to cover these costs within the Vehicles – Service and Maintenance budget, of approximately £1000.</p>



Implications	Not carrying out the paper-based exercise leave the vehicle as not owned by the Council but by BNP Paribas (the lease hire company).
Recommendation	To agree to make payments totalling £536.60 +VAT in order that the Council takes full ownership of the vehicle.