

**Minutes of a meeting of the Strategy & Resources Committee held at the Oakwood Centre on Tuesday 15 September 2015 at 8:00 pm**

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**Present:** *Councillors K. Baker (Chairman); J. Cheng; R. Dolinski; D. Mills; S. Rahmouni; M. Walker*

**Officers present:** *D. Mander, Town Clerk; K. Murray, Service Support Manager; L. Matthews, Committee Officer*

**Also present:** *Councillor T. Barker*

18. **APOLOGIES**

Apologies for absence were received from Councillors S. Brindley, A. Chadwick and D. Stares.

19. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

20. **MINUTES OF THE STRATEGY AND RESOURCES COMMITTEE MEETING HELD ON 16 JUNE 2015**

**RESOLVED:**

- ◆ That the minutes of the Strategy and Resources Committee meeting of 16 June 2015 be approved and signed by the Chairman as a correct record.

21. **FINANCE**

a) **Budgetary Control**

The Town Clerk presented Report No. 29/15. In reply to a question about the Oakwood Centre costs being higher than at this point in the previous year, the Town Clerk explained that this was mainly due to the post of Venues Manager being made a full-time post, resulting in increased costs.

The Town Clerk informed Members that some events, such as a pantomime and performances by touring drama groups, were being organised in-house and that this would increase the Oakwood Centre expenditure, but would also hopefully result in increased income. The Town Clerk also explained that the Oakwood Centre income was always lower in August than in other months and Members suggested that perhaps in future the Oakwood Centre facilities could be offered at a discounted price during August.

**RESOLVED:**

- ◆ To note Report No. SR 29/15.

b) **Payments**

**RESOLVED:**

- ◆ To approve the following payments, listed in **Appendix A** (May), **Appendix B** (June), **Appendix C** (July) and **Appendix D** (August):

	Current account	Imprest account
May 2015	£72,855.58	£43,155.78
June 2015	£55,735.51	£44,025.55
July 2015	£72,262.10	£42,088.41
August 2015	£53,603.48	£45,098.03

c) **Short term investment**

**RESOLVED:**

- ◆ To note the short-term investment of £250,000 in a Lloyds Bank High Interest Deposit Account on 12 August 2015 for a period of 3 months at an interest rate of 0.57%.

22. **CATERING PARTNERSHIP MANAGEMENT PANEL**

- a) The Chairman presented Report No. SR 30/15 of the Catering Partnership Management Panel meeting held on 28 August 2015. Members discussed the report and agreed that the use of key performance indicators would enable the management of the contract to be evaluated.

**RESOLVED:**

- ◆ To note Report No. SR 30/15.

b) **RESOLVED:**

- ◆ To note that Councillors Chadwick and Horskins have resigned from the Catering Partnership Management Panel.
- ◆ To appoint Councillors Brindley and MacNaught to the Catering Partnership Management Panel.

23. **WOODFORD PARK LEISURE CENTRE REGENERATION TASK AND FINISH GROUP**

- a) The Service Support Manager presented Report No. SR 31/15 of the Woodford Park Leisure Centre Task and Finish Group meeting held on 4 August 2015 and reported that the subsequent meeting, which was due to be held on 8 September, had not taken place as the requested information had not been available.

**RESOLVED:**

- ◆ To note Report No. SR 31/15.

b) **RESOLVED:**

- ◆ To approve the proposed Terms of Reference of the Woodford Park Leisure Centre Regeneration Task and Finish Group (**Appendix E**).

c) **RESOLVED:**

- ◆ To appoint Councillor Soane to the Woodford Park Leisure Centre Regeneration Task and Finish Group.

24. **SECTION 106 PROJECT LIST**

The Service Support Manager presented Report No. SR 32/15, which provided an update on the progress of current external funding applications and advised Members of the new format for presentation of this information.

The Chairman thanked the Service Support Manager for providing the new list and said that the revised format was a huge improvement on the previous list.

Members discussed the list of projects and it was agreed that only the items for which the Town Council was seeking funding for projects it would carry out should be included on the list and that items that would be requested from Wokingham Borough Council, such as pedestrian crossings and traffic calming measures, would be removed from the list. The Town Clerk suggested that it would be more appropriate for the Community Services Committee to consider and make requests for highways projects, as that committee dealt with highways matters, and it was agreed that information on these projects would be passed to the Community Services Committee for its consideration.

**RESOLVED:**

- ◆ To note report No. 32/15.
- ◆ That the Projects for External Funding list be considered a working document for the Council.
- ◆ To delete from the projects list the following projects, which are no longer relevant or achievable:
  - 3G pitch installation at Woodford Park Leisure Centre. (Project underway)
  - Improvements to hard surface area at Woodford Park Leisure Centre. (Included as part of 3G pitch project)
  - New Crazy golf area at Woodford Park Leisure Centre. (No demand)
  - Improvements to surfacing of access road to Woodford Park from Western Avenue. (Area not owned by the Town Council – unlikely to attract funding)
- ◆ To recommend that the Community Services Committee deal with highways project requests to Wokingham Borough Council.

25. **3G PITCH PROJECT UPDATE**

Members noted the update provided, which indicated that the tender process was complete and a contractor had been appointed. The Service Support Manager informed Members that as the tender and appointment process had taken longer than anticipated it was likely that the completion date would be delayed and that the second loan payment would therefore have to be taken from reserves, as the new pitch would not have generated the expected income by that time.

The Chairman asked the Town Clerk to check whether the contingency sum had been used up and whether the contract included a penalty clause for late delivery of the project.

26. **RESIDENTS' SURVEY**

Members noted the information provided regarding the resident's survey. The Town Clerk reported that the doorstep survey would start on 25 September and the survey would also be available on the Council's website and on HMR's website, the independent company conducting the survey. The results were expected early in December. Following a request from Members the Town Clerk agreed to send a copy of the survey questions to all Members, for information.

27. **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

Members noted that discussions at a parish/town clerks' and Wokingham Borough Council officers' forum meeting had included potential arrangements in respect of CIL payments and that a series of questions had been sent to all parish/town councils to seek their views. A meeting of clerks and members from parish/town councils with Wokingham Borough Council had been arranged for 28 October 2015 and it was intended that the Leader of the Council and the Town Clerk would attend this meeting. As the Town Council had been allocated three places at the meeting, Councillor Cheng indicated that she would also like to attend if she was available.

28. **BOROUGH PARISH WORKING GROUP**  
No topics were suggested for inclusion as agenda items for future meeting of the Borough Parish Working Group.
29. **SLCC LARGER COUNCILS' CONFERENCE**  
The Town Clerk gave a verbal report on the SLCC Larger Councils' Conference, which she had attended on 18 and 19 June 2015. She informed Members that this had been one of the best training sessions she had attended, with topics including listed buildings, social media, the development and branding of council services and the future challenges of local government.
30. **NALC**  
a) Members noted the information provided regarding the free trial associate membership of the Local Government Association (LGA) which had been made available to councils that were members of the Super Councils Network set up by NALC in May 2015. The Town Clerk had signed up for the free associate membership, which would run until April 2016. This would allow access to a range of LGA e-learning courses for councillors and the Town Clerk notified Members that she would be circulating this information.  
b) **RESOLVED:**  
◆ Not to send a representative to the NALC Larger Councils' Conference on 2 December 2015.
31. **WDALC**  
The Chairman invited Councillor Barker to present the minutes of the WDALC meeting held on 18 June 2015, as he had been present at the meeting.  
  
Some Members questioned whether it was necessary for the Council to continue sending a representative to the WDALC meetings as the topics discussed were more relevant to smaller councils. It was agreed that WDALC was not an essential organisation for the Council to be represented at and that the representative could decide whether to continue attending the meetings.  
  
**RESOLVED:**  
• To note the minutes of the WDALC meeting held on 18 June 2015.  
  
• To monitor the usage and usefulness to the Council of BALC, NALC and WDALC until the end of the financial year.
32. **2016/17 BUDGET**  
The following item was suggested for inclusion in the 2016/17 budget:  
• A proposal that the Council make an additional charge for payments made by credit card for Council facilities.
33. **FUTURE AGENDA ITEMS**  
No future agenda items were suggested.
34. **PUBLICITY AND WEBSITE**  
No items were suggested to be publicised or put on the Council's website.

With the agreement of the Chairman an item relating to the Inn on the Park was added to the agenda and Members received notification following the publication of the agenda.

35. **EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

- ◆ That in view of the confidential nature of the business about to be transacted in relation to business interests, it was advisable in the public interest that the public and press were temporarily excluded and asked to withdraw for the following agenda item.

36. **INN ON THE PARK**

The Town Clerk presented Report No. SR 33/15 and Members considered the options for the future of the pub at Woodford Park Leisure Centre.

**RESOLVED:**

- ◆ To close the Inn on the Park pub at Woodford Park Leisure Centre on 30 October 2015, at the end of the present agreement for the management of services at the pub.
- ◆ That the Woodford Park Leisure Centre Regeneration Task and Finish Group investigate option 2(ii), as set out in Report No. SR 33/15.

The meeting closed at 9:35pm

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## Current Account

## List of Payments made between 01/05/2015 and 31/05/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount</u> <u>Paid</u>	
22-May-15	ADT Fire & Security Plc	476.74	Call out/reset alarm
31-May-15	ARC	5000.00	Annual grant
01-May-15	BE Fuelcards	31.31	Unleaded petrol
08-May-15	BE Fuelcards	53.44	Diesel + admin
22-May-15	BE Fuelcards Ltd	31.31	Diesel + admin
29-May-15	BE Fuelcards Ltd	52.19	Diesel + admin
15-May-15	Bowak Ltd	251.76	Cleaning supplies
22-May-15	Bowak Ltd	144.65	Cleaning supplies
15-May-15	Brake Bros Foodservice Ltd	190.56	Vending supplies
31-May-15	British Gas	2686.42	Electricity supply
26-May-15	BT Direct	68.40	Phone
26-May-15	BT Direct	71.96	Phone
26-May-15	BT Direct	72.36	Phone
26-May-15	BT Direct	126.00	Phone
26-May-15	BT Direct	491.96	Phone
26-May-15	BT Direct	674.12	Phone
13-May-15	BT Retail	8.40	Phone
31-May-15	Bullseye Awards & Garments Ltd	300.00	Engraving
22-May-15	Churchill Contract Services Lt	2465.92	Contract cleaning
31-May-15	Citizens Advice Bureau	3500.00	Grant
18-May-15	Crown Gas & Power	100.08	Gas supply
18-May-15	Crown Gas & Power	807.97	Gas supply
18-May-15	Crown Gas & Power	981.39	Gas supply
31-May-15	Crown Water & Coffee	55.44	Bottled water
18-May-15	Crwn Gas & Power	120.98	Gas supply
31-May-15	EDF Energy 1 Ltd	8.96	Electric for clock tower
31-May-15	Energy Electrical Distributors	633.07	Electrical supplies
15-May-15	Eventu	29.00	Equipment hire - Civic awards
22-May-15	Frasers Office Supplies Ltd	215.76	Stationery supplies
22-May-15	HM Revenue & Customs Only	10889.03	PAYE & NI
22-May-15	Iglow Creative and Print Ltd	75.00	Garden Competition leaflets
22-May-15	Image Box Design Ltd	547.00	WPLC summer leaflet
15-May-15	InTouch	35.99	Monthly website charge
15-May-15	J P Lennard Ltd	554.88	Shuttlecocks - WPLC
15-May-15	John Willis	120.00	Window cleaner
31-May-15	Keep Mobile	500.00	Annual grant - 1st half
22-May-15	KLM Digital Office Solutions L	27.39	Service & maint photocopier
31-May-15	Lantec Security Ltd	402.00	Install new smoke alarms WPLC
15-May-15	Laundry Depot	105.15	Wash/press table cloths OC
31-May-15	Lend and Play Toy Library	500.00	Annual grant - 1st half
15-May-15	Lloyds Cardnet	371.31	Service charge - Cardnet
05-May-15	Mailcom Ltd	71.94	Software update
15-May-15	Merchants Rentals	35.23	Monthly cardnet machine rent
31-May-15	MKR Electrical Services Ltd	1039.67	Electrical work
15-May-15	Network Security & Alarms Ltd	192.00	Install alarm - reception OC
22-May-15	OCS Group UK Ltd	259.20	Refuse collection
31-May-15	PDG Group Services	177.13	Cleaning supplies
22-May-15	Phonographic Performance Limit	294.06	Annual charge - music licence WPLC

15-May-15	PHS Group Plc	636.89	Annual water dispenser charge
22-May-15	Pitney Bowes	250.00	Franking machine - Postage top up
31-May-15	Playsafety Ltd	507.60	Playground inspections - annual charge
22-May-15	Prudential Assurance	30.00	AVC payment deducted from pay
31-May-15	READIBUS	8500.00	Annual grant - 1st half
15-May-15	Rialtas Business Solutions Ltd	133.20	Annual Planning software charge
15-May-15	SGW Payroll Ltd	368.78	Payroll services
22-May-15	SGW Payroll Ltd	171.02	Payroll services
22-May-15	SITA UK Ltd	1094.42	Refuse collection
22-May-15	Springfield Supplies & Project	7444.80	New tables - OC
22-May-15	T H White Ltd	102.09	Gardening supplies
31-May-15	Thames Valley Temperature Cont	1141.20	Replace valve + actuator in plant room OC
05-May-15	Thames Water	45.13	Water rates
05-May-15	Thames Water	69.10	Water rates
05-May-15	Thames Water	507.06	Water rates
13-May-15	Thames Water	348.69	Water rates
22-May-15	The Berkshire Pension Fund	10984.25	Pension - employers and employees
22-May-15	The Blue Moose Graphic Company	48.00	Banners - Allotments
22-May-15	Trade UK	84.81	Building supplies
31-May-15	Travis Perkins Trading Company	187.28	Building supplies
31-May-15	Trinity Mirror Publishing Ltd	216.00	WTCMI advertising
22-May-15	Unison	41.90	Union fees deducted from pay
31-May-15	Virgin Media Payments Ltd	17.24	Phone
15-May-15	Vodafone Ltd	208.41	Phone
01-May-15	Wokingham BC	41.00	Rates
01-May-15	Wokingham BC	158.00	Rates
01-May-15	Wokingham BC	350.00	Rates
01-May-15	Wokingham BC	887.00	Rates
01-May-15	Wokingham BC	1849.00	Rates
31-May-15	Yarnold Heating and Plumbing L	585.58	install new radiator WPLC
		72855.58	

## CLERKS IMPREST A/C

### List of Payments made between 01/05/2015 and 31/05/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount</u>	<u>Paid</u>
08-May-15	(Personal Information)	100.00	Grant
11-May-15	(Personal Information)	15.00	Refund deposit
15-May-15	(Personal Information)	50.00	Refund deposit
06-May-15	(Personal Information)	150.00	Refund deposit
08-May-15	(Personal Information)	50.00	Refund deposit
11-May-15	Brightons News	19.40	Newspapers
15-May-15	Lloyds Bank	29.56	Charges 10 Mar to 9 Apr 2015
27-May-15	Lloyds Bank	41704.68	May 2015 net payroll
08-May-15	Me 2 Club	210.00	Grant
15-May-15	Pool and spa centre	77.14	Pool skimmer basket/parts
08-May-15	Woodley Concert Band	250.00	Grant
08-May-15	Woodley Photograhic Club	250.00	Grant
08-May-15	Woodley United FC	250.00	Grant
		43155.78	

## Current Account

## List of Payments made between 01/06/2015 and 30/06/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount</u>	
		<u>Paid</u>	
19-Jun-15	Allen's Design & Print Ltd	844.80	WTCMI - Car boot banners
30-Jun-15	Arkell & Hurcombe (Bronzeworks)	90.00	Bronze cast plaque
25-Jun-15	Awards of Distinction	296.40	Ciitzens awards trophies
25-Jun-15	Badgemaster Limited	56.94	New councillors' name badges
12-Jun-15	BE Fuelcards	1.25	Admin charge
19-Jun-15	BE Fuelcards	35.48	Diesel + admin
26-Jun-15	BE Fuelcards	52.18	Diesel + admin
19-Jun-15	Berkshire County Training CIC	336.00	Councillor training
30-Jun-15	Berkshire County Training CIC	48.00	Councillor training
19-Jun-15	Bowak Ltd	349.30	Cleaning supplies
19-Jun-15	Brake Bros Foodservice Ltd	231.28	Vending supplies
25-Jun-15	Brake Bros Foodservice Ltd	316.33	Vending supplies
30-Jun-15	British Gas	2695.42	Electricity supply
09-Jun-15	BT Direct	145.80	Phone
11-Jun-15	BT Retail	8.40	Phone
30-Jun-15	Capital	121.14	Cleaning supplies
19-Jun-15	Chemically-Solved Ltd	268.71	WP paddling pool tablets
19-Jun-15	Churchill Contract Services Lt	7397.76	Contract cleaning
25-Jun-15	Community Information Services	420.00	Advert in Bracknell Register
12-Jun-15	Complete Weed Control	1108.80	Weed control and feed Woodford Park
16-Jun-15	Crown Gas & Power	724.95	Gas supply
16-Jun-15	Crown Gas & Power	979.85	Gas supply
16-Jun-15	Crown Gas & Power	109.65	Gas supply
16-Jun-15	Crown Gas & Power	114.57	Gas supply
19-Jun-15	Crown Water & Coffee	31.68	Bottled water
19-Jun-15	Dejac Associates Ltd	108.00	Keyboard and monitor OC
12-Jun-15	Energy Electrical Distributors	8.90	Electrical supplies
19-Jun-15	Energy Electrical Distributors	46.80	Electrical supplies
30-Jun-15	Energy Electrical Distributors	64.99	Electrical supplies
19-Jun-15	EURODEC	112.85	Decorating supplies
30-Jun-15	EURODEC	123.76	Decorating supplies
19-Jun-15	Frasers Office Supplies Ltd	268.43	Stationery supplies
25-Jun-15	Frasers Office Supplies Ltd	114.79	Stationery supplies
19-Jun-15	G Wheadon	60.00	Repair grass cutter - Depot
19-Jun-15	HM Revenue & Customs Only	11169.47	PAYE & NI
19-Jun-15	Howardson Ltd	440.40	Hollow tines for Turfman spikr
19-Jun-15	InTouch	35.99	Monthly website charge
25-Jun-15	John Stacey & Sons Ltd	684.00	Refuse collection
19-Jun-15	John Willis	120.00	Window cleaner
19-Jun-15	Just In The Park CIC	1085.50	Charged on behalf of Just in the Park café
19-Jun-15	KLM Digital Office Solutions L	26.77	Service & maint photocopier
25-Jun-15	Lightatouch	172.92	Internal Audit
12-Jun-15	Lister Wilder Ltd	178.70	Gardening supplies
12-Jun-15	Lloyds Bank	182.27	Monthly cardnet service charge
19-Jun-15	Lyreco UK Ltd	91.60	Stationery supplies
15-Jun-15	Mainstream Digital	0.28	Phone
01-Jun-15	Maintel Europe Ltd	310.69	Annual Phone maintenance WPLC
19-Jun-15	Margaret Macknelly Design	48.00	Update + design of staff chart



15-Jun-15	Merchant entals	35.23	Monthly cardnet machine charge
19-Jun-15	OCS Group UK Ltd	291.60	Refuse collection
19-Jun-15	P & H Snacksdirect Ltd	190.79	Vending supplies
30-Jun-15	Performing Rights Society Ltd	634.31	Annual charge - music licence
19-Jun-15	Prudential Assurance	30.00	AVC payment deducted from pay
25-Jun-15	Riso (UK) Ltd	237.90	Qtrly charge - printing/photocopying OC
30-Jun-15	SETON	89.64	Health & Safety supplies
12-Jun-15	SGW Payroll Ltd	9.72	Payroll services
19-Jun-15	SGW Payroll Ltd	160.82	Payroll services
12-Jun-15	Siemens Financial Services Ltd	720.00	Qtrly charge - printing/photocopying WPLC
19-Jun-15	SITA UK Ltd	327.78	Refuse collection
12-Jun-15	SLCC Enterprises Ltd	384.00	Staff training
19-Jun-15	SMS Environmental Ltd	31.80	Paddling pool sample test
30-Jun-15	SMS Environmental Ltd	951.76	Water sample tests
19-Jun-15	St John Ambulance	252.00	Health & Safety training
30-Jun-15	Thames Valley Temperature Cont	94.80	Call out for fridge OC
19-Jun-15	The Berkshire Pension Fund	10922.89	Pension - employers and employees
12-Jun-15	The Garden Centre Group Tradin	24.47	Gardening supplies
25-Jun-15	The Letterworks Ltd	621.00	Printing - WTC newsletter
19-Jun-15	Trade UK	77.03	Building supplies
19-Jun-15	Trade UK	245.66	Building supplies
30-Jun-15	Trade UK	106.64	Building supplies
19-Jun-15	Traditional Local Cleaning Ltd	2936.80	Contract cleaning
19-Jun-15	Trinity Mirror Publishing Ltd	156.00	WTCMI advertising
19-Jun-15	Unison	41.90	Union fees deducted from pay
30-Jun-15	Virgin Media Payments Ltd	19.62	Phone
19-Jun-15	Vodafone Ltd	240.76	Phone
01-Jun-15	Wokingham BC	41.00	Rates
01-Jun-15	Wokingham BC	158.00	Rates
01-Jun-15	Wokingham BC	350.00	Rates
01-Jun-15	Wokingham BC	887.00	Rates
01-Jun-15	Wokingham BC	1849.00	Rates
12-Jun-15	Wokingham Tool Co. Ltd	7.69	Trend guide brush
30-Jun-15	Zapkam Ltd	368.10	Staff uniform - WPLC
		55735.51	

### CLERKS IMPREST A/C

#### List of Payments made between 01/06/2015 and 30/06/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount</u>	
		<u>Paid</u>	
29-Jun-15	(Personal Information)	50.00	Refund deposit
01-Jun-15	(Personal Information)	50.00	Refund deposit
02-Jun-15	(Personal Information)	41.68	Refund costs re cricket tournament
12-Jun-15	(Personal Information)	50.00	Refund deposit
05-Jun-15	(Personal Information)	50.00	Refund deposit
08-Jun-15	(Personal Information)	50.00	Refund deposit
29-Jun-15	(Personal Information)	87.52	Refund deposit
17-Jun-15	(Personal Information)	250.00	Insurance excess repaid
05-Jun-15	(Personal Information)	135.00	Refund deposit
02-Jun-15	(Personal Information)	150.00	Refund deposit
23-Jun-15	(Personal Information)	15.00	Refund deposit
08-Jun-15	(Personal Information)	50.00	Refund deposit

01-Jun-15	(Personal Information)	50.00	Refund deposit
09-Jun-15	(Personal Information)	50.00	Refund deposit
01-Jun-15	(Personal Information)	200.00	Refund deposit
05-Jun-15	(Personal Information)	7.56	Cancelled WPLC course
29-Jun-15	Amazon Svcs Europe	6.67	Telephone cord cable
25-Jun-15	Carbonite Back	38.29	WTCMI - backup software
04-Jun-15	Cruse Bereavement Care	100.00	Refund deposit
17-Jun-15	John Lewis.com	19.95	Wireless keyboard/mouse
12-Jun-15	Lloyds Bank	26.06	Charges 10 Apr to 9 May 2015
24-Jun-15	Lloyds Bank	41496.65	Net June 2015 payroll
25-Jun-15	Lloyds Bank	1.05	Non-Stg trans fee-Carbonite
12-Jun-15	Luminati Waycon	301.80	Staff boards with name pockets
03-Jun-15	PETTY CASH A/C	107.87	Topup petty cash
01-Jun-15	Post Office Shop	20.88	Badge holder with lanyards
03-Jun-15	Post office shop	19.22	Badge holder with lanyards
08-Jun-15	Post Office Shop	24.85	Casebound/wire notebooks
17-Jun-15	Post office Shop	18.24	Silvine A4 wire bound notebook
18-Jun-15	Post Office Shop	-17.89	Credit -Delegate badge holders
02-Jun-15	SLCC Berkshire Branch	20.00	Staff training
03-Jun-15	St John Amberlance	378.00	Health & Safety training
03-Jun-15	Tiling supplies direct	24.89	A-Trim PVC skirting trim
01-Jun-15	Woodley Carnival Stalls	64.00	Hire of stalls at Woodley Carnival
25-Jun-15	WP-Allplas.co.uk	88.26	Screen - Bowls club

44025.55

**Current Account****List of Payments made between 01/07/2015 and 31/07/2015**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	
17-Jul-15	Accu Ltd	26.10	Bolts/screws - Play equipment
17-Jul-15	Airquee Ltd	352.80	Service - Bouncy castles
24-Jul-15	Alan J. Harland	625.00	Professional services - end of year accounts
10-Jul-15	Arkell & Hurcombe (Bronzeworks)	90.00	Bronze cast plaque
17-Jul-15	Bates Wells & Braithwaite Lond	600.00	Professional services - 3G pitch project
10-Jul-15	BE Fuelcards	2.48	Admin charge
31-Jul-15	BE Fuelcards Ltd	90.29	Petrol/Diesel
10-Jul-15	Berkshire Tree Care	504.00	Tree work in Woodford Park
17-Jul-15	Bowak Ltd	369.35	Cleaning supplies
24-Jul-15	Bowak Ltd	491.92	Cleaning supplies
17-Jul-15	Brake Bros Foodservice Ltd	418.24	Vending supplies
24-Jul-15	Brake Bros Foodservice Ltd	928.45	Vending supplies
24-Jul-15	British Gas	2769.20	Electricity supply
14-Jul-15	BT Retail	8.40	Phone
10-Jul-15	Bubblertubs Ltd	139.93	PH reducer/pool tester
17-Jul-15	Churchill Contract Services Lt	1679.10	Contract cleaning
01-Jul-15	Corporate Finance	166.37	Qtrly rental charge photocopier
17-Jul-15	Crown Gas & Power	79.03	Gas supply
17-Jul-15	Crown Gas & Power	82.71	Gas supply
17-Jul-15	Crown Gas & Power	528.16	Gas supply
17-Jul-15	Crown Gas & Power	784.20	Gas supply
17-Jul-15	Crown Water & Coffee	136.92	Bottled water
24-Jul-15	Crown Water & Coffee	47.52	Bottled water
17-Jul-15	EDF Energy 1 Ltd	22.34	Electric for clock tower
17-Jul-15	Energy Electrical Distributors	57.31	Electrical supplies
10-Jul-15	EURODEC	11.41	Decorating supplies
17-Jul-15	EURODEC	11.35	Decorating supplies
24-Jul-15	EURODEC	342.99	Decorating supplies
24-Jul-15	Fencing Products Ltd	74.35	Posts/postfix
17-Jul-15	Frasers Office Supplies Ltd	68.38	Stationery supplies
24-Jul-15	Frasers Office Supplies Ltd	99.43	Stationery supplies
17-Jul-15	G Wheadon	130.00	Repair gates/drain/install drop bolts
24-Jul-15	Gilbert Thompson	575.00	Delivery of Herald
24-Jul-15	HM Revenue & Customs Only	11392.27	PAYE & NI
10-Jul-15	HSBC Invoice Finance (UK) Ltd	9000.00	Artificial cricket pitch installation
17-Jul-15	iHasco Ltd	354.00	Data protection training module licence
17-Jul-15	InTouch	35.99	Monthly website charge
17-Jul-15	John Willis	120.00	Window cleaner
10-Jul-15	Just Around The Corner	5715.50	Grant
10-Jul-15	Just In The Park CIC	1818.50	Charged on behalf of Just in the Park café
10-Jul-15	Just Tiles Ltd	222.83	Building supplies
24-Jul-15	Key Industrial Equipment Ltd	46.80	Cobra walkie talkies
17-Jul-15	KLM Digital Office Solutions L	102.38	Service & maint photocopier
14-Jul-15	Lloyds Bank	245.92	Monthly cardnet service charge
17-Jul-15	Lyreco UK Ltd	135.47	Stationery supplies
14-Jul-15	Mainstream Digital	55.28	Phone
15-Jul-15	Merchant Rentals	35.23	Monthly cardnet rental charge
10-Jul-15	MKR Electrical Services Ltd	1520.04	Electrical supplies
24-Jul-15	MKR Electrical Services Ltd	751.96	Electrical supplies
24-Jul-15	OCS Group UK Ltd	291.60	Refuse collection
10-Jul-15	P & H Snacksdirect Ltd	250.74	Vending supplies
24-Jul-15	P & H Snacksdirect Ltd	70.24	Vending supplies

24-Jul-15	Prudential Assurance	30.00	AVC payment deducted from pay
24-Jul-15	R & J Services	810.00	Repair gates/drain/install drop bolts
10-Jul-15	Reading Borough Council	3250.00	Half yearly allotmentsite licence charge
14-Jul-15	RMRS Pitney Bowes	250.00	Postage topup
17-Jul-15	SGW Payroll Ltd	168.98	Payroll services
17-Jul-15	SITA UK Ltd	1082.42	Refuse collection
10-Jul-15	SMS Environmental Ltd	31.80	Paddling pool sample test
17-Jul-15	Southern Electric	522.62	Electricity supply
17-Jul-15	Southern Electric Contracting	866.80	Electricity supply
13-Jul-15	Thames Water	1756.45	Water rates
24-Jul-15	The Berkshire Pension Fund	11175.26	Pension - employers and employees
10-Jul-15	Trade UK	365.30	Building supplies
10-Jul-15	Trade UK	67.73	Building supplies
17-Jul-15	Trade UK	925.59	Building supplies
17-Jul-15	Trade UK	439.72	Building supplies
10-Jul-15	Traditional Local Cleaning Ltd	1807.00	Contract cleaning
24-Jul-15	Travis Perkins Trading Company	29.04	Building supplies
17-Jul-15	Trinity Mirror Publishing Ltd	54.00	WTCMI advertising
24-Jul-15	Unison	41.90	Union fees deducted from pay
24-Jul-15	Virgin Media Payments Ltd	19.87	Phone
24-Jul-15	Vita Play Ltd	590.40	Phone
17-Jul-15	Vodafone Ltd	214.74	Phone
01-Jul-15	Wokingham BC	41.00	Rates
01-Jul-15	Wokingham BC	158.00	Rates
01-Jul-15	Wokingham BC	350.00	Rates
01-Jul-15	Wokingham BC	887.00	Rates
01-Jul-15	Wokingham BC	1849.00	Rates

72262.10

## CLERKS IMPREST A/C

### List of Payments made between 01/07/2015 and 31/07/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	
06-Jul-15	(Personal Information)	39.75	Refund deposit
17-Jul-15	(Personal Information)	50.00	Refund deposit
15-Jul-15	(Personal Information)	200.00	Refund deposit
23-Jul-15	(Personal Information)	100.00	Refund deposit
01-Jul-15	(Personal Information)	150.00	Refund deposit
08-Jul-15	(Personal Information)	15.00	Refund deposit
20-Jul-15	(Personal Information)	50.00	Refund deposit
13-Jul-15	(Personal Information)	50.00	Refund deposit
03-Jul-15	(Personal Information)	50.00	Refund deposit
29-Jul-15	(Personal Information)	50.00	Refund deposit
16-Jul-15	(Personal Information)	100.00	Refund deposit
08-Jul-15	Amazon UK Market	66.28	Lockable suggestion box
06-Jul-15	Behind You Productions BYP	100.00	Refund deposit
09-Jul-15	DVLA.GOV.UK	225.00	Car tax - KD51 WTW
13-Jul-15	Hewlett-Packard Ltd	69.00	HP Lasejet P1102W printer
13-Jul-15	Lloyds Bank	25.34	Charges 10 May to 9 June 15
22-Jul-15	Lloyds Bank	40588.04	Net July 2015 payroll
13-Jul-15	NHS Windsor,Ascot&Maidenhead	160.00	Customer paid twice in error
15-Jul-15	Norton Anti-virus	39.99	WTCMI-Norton taken in error
20-Jul-15	Norton Anti-virus	-39.99	WTCMI-Refunded charge taken by Norton

42088.41

## Current Account

## List of Payments made between 01/08/2015 and 31/08/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	
28-Aug-15	Allen's Design & Print Ltd	994.56	WTCMI - Car boot/Town centre banners
28-Aug-15	Arkell & Hurcombe (Bronzeworks)	90.00	Bronze cast plaque
28-Aug-15	Badgemaster Limited	19.92	Staff name badges
07-Aug-15	BE Fuelcards Ltd	1.25	Admin charge
14-Aug-15	BE Fuelcards Ltd	52.19	Diesel-OE55NNW
28-Aug-15	Bowak Ltd	175.22	Cleaning supplies
28-Aug-15	Brake Bros Foodservice Ltd	262.32	Vending supplies
28-Aug-15	British Gas	2692.59	Electricity supply
25-Aug-15	BT Direct	126.00	Phone
25-Aug-15	BT Direct	561.49	Phone
25-Aug-15	BT Direct	713.49	Phone
26-Aug-15	BT Direct	76.76	Phone
26-Aug-15	BT Direct	77.20	Phone
26-Aug-15	BT Direct	77.94	Phone
12-Aug-15	BT Retail	8.40	Phone
28-Aug-15	Churchill Contract Services Lt	2235.91	Contract cleaning
24-Aug-15	Crown Gas & Power	64.48	Gas supply
24-Aug-15	Crown Gas & Power	67.68	Gas supply
24-Aug-15	Crown Gas & Power	647.74	Gas supply
28-Aug-15	Crown Water & Coffee	71.28	Bottled water
28-Aug-15	EDF Energy 1 Ltd	11.17	Electric for clock tower
14-Aug-15	Energy Electrical Distributors	83.52	Electrical supplies
28-Aug-15	Frasers Office Supplies Ltd	124.81	Stationery supplies
14-Aug-15	Fuel Fitness Ltd	90.00	Coach
31-Aug-15	Gary Starr Productions Ltd	202.80	OC Theatre production deposit
14-Aug-15	HC Slingsby Plc	61.20	Digital sound level meter
28-Aug-15	HM Revenue & Customs Only	10572.21	PAYE & NI
28-Aug-15	ICO	35.00	Information commission - registration
28-Aug-15	In Touch	35.99	Monthly website charge
28-Aug-15	John Willis	120.00	Window cleaner
28-Aug-15	Just In The Park CIC	1735.45	Charged on behalf of Just in the Park café
14-Aug-15	Keyline Builders Merchants Ltd	290.04	Building supplies
28-Aug-15	KLM Digital Office Solutions Ltd	26.79	Service & maint photocopier
28-Aug-15	Laundry Depot	27.90	Tablecloths washing/pressing
14-Aug-15	Lloyds Bank	403.44	Cardnet service charge
14-Aug-15	Mainstream Digital	0.56	Phone
28-Aug-15	Margaret Macknelly Design	96.00	OC A3 poster design
17-Aug-15	Merchant Rentals	35.23	Monthly cardnet rental charge
28-Aug-15	Network Engineering Technology	86.39	Fobs/cards for OC office door
28-Aug-15	OCS Group UK Ltd	291.60	Refuse collection
28-Aug-15	P & H Snacksdirect Ltd	96.47	Vending supplies
14-Aug-15	Phonographic Performance Limit	472.52	Public Performance Licence
28-Aug-15	Projectorpoint	316.80	Sapphire Slow retraction screen
28-Aug-15	Prudential Assurance	30.00	AVC payment deducted from pay
28-Aug-15	Qwerty Ltd	614.40	Half page advertising OC
13-Aug-15	Reading Sharks	-150.00	Chq cancelled-not banked
28-Aug-15	Rigby Taylor Ltd	466.34	Surrey Loam/goal pegs
28-Aug-15	SGW Payroll Ltd	160.82	Payroll services
28-Aug-15	SITA UK Ltd	732.81	Refuse collection
14-Aug-15	SMS Environmental Ltd	389.40	WP water sample testing

14-Aug-15	Thames Valley Temperature Cont	237.00	Repairs to OC fridge
14-Aug-15	Thames Valley Water Services L	414.00	Disinfection/clean cold water storage tank
03-Aug-15	Thames Water	64.10	Water rates
03-Aug-15	Thames Water	487.27	Water rates
03-Aug-15	Thames Water	789.27	Water rates
10-Aug-15	Thames Water	1333.07	Water rates
28-Aug-15	The Berkshire Pension Fund	11030.92	Pension - employers and employees
14-Aug-15	The Garden Centre Group Tradin	139.84	Garden supplies
28-Aug-15	Token Security Solutions Ltd	19.85	Call out/reset fire alarm
28-Aug-15	Traditional Local Cleaning Ltd	1530.71	Contract cleaning
28-Aug-15	Trinity Mirror Publishing Ltd	120.00	WTCMI advertising
28-Aug-15	Unison	41.90	Union fees deducted from pay
28-Aug-15	Universal Services	60.48	Services & maintenance trampoline
28-Aug-15	Vodafone Ltd	215.99	Phone
28-Aug-15	Warren White Carpet & Flooring	1370.00	WPLC changing rooms flooring
14-Aug-15	Windowflowers Ltd	5556.00	WTCMI flower baskets/planters
03-Aug-15	Wokingham BC	41.00	Rates
03-Aug-15	Wokingham BC	158.00	Rates
03-Aug-15	Wokingham BC	350.00	Rates
03-Aug-15	Wokingham BC	887.00	Rates
03-Aug-15	Wokingham BC	1849.00	Rates
28-Aug-15	Wokingham Borough Council	432.00	Legal services 3G pitch WP
		53603.48	

## CLERKS IMPREST A/C

### List of Payments made between 01/08/2015 and 31/08/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	
24-Aug-15	(Personal Information)	55.10	Refund travel ticket
27-Aug-15	(Personal Information)	200.00	Refund deposit
12-Aug-15	(Personal Information)	10.80	Cancelled WPLC course
12-Aug-15	(Personal Information)	150.00	Refund deposit
10-Aug-15	(Personal Information)	50.00	Refund deposit
25-Aug-15	(Personal Information)	150.00	Refund deposit
28-Aug-15	(Personal Information)	50.00	Refund deposit
11-Aug-15	(Personal Information)	6.40	Refund BLC swim ticket
10-Aug-15	(Personal Information)	150.00	Refund deposit
03-Aug-15	(Personal Information)	249.67	Cancel booking-Chapel Hall
10-Aug-15	(Personal Information)	95.00	Cancelled/Deposit
11-Aug-15	(Personal Information)	23.54	Refund BLC swim tickets
03-Aug-15	(Personal Information)	200.00	Refund deposit
20-Aug-15	(Personal Information)	50.00	Refund deposit
11-Aug-15	(Personal Information)	12.00	Cancelled WPLC course
10-Aug-15	(Personal Information)	50.00	Refund deposit
14-Aug-15	AAT.Org.uk	88.00	Annual membership
05-Aug-15	Biotechs Ltd	21.00	Portrait clear card holders
14-Aug-15	Lloyds Bank	31.62	Charges 10 June to 9July 2015
26-Aug-15	Lloyds Bank	42907.18	Net August 2015 payroll
21-Aug-15	Luminati Waycon Ltd	37.50	Replacement cover staff photo
20-Aug-15	Mainland Aggregates Ltd	330.00	Road planings/scalpings - allotments site
17-Aug-15	PETTY CASH A/C	130.22	Top up petty cash
06-Aug-15	W & E Arts	50.00	Refund deposit
		45098.03	

**Woodford Park Leisure Centre Regeneration Task and Finish Group**

**Terms of Reference**

**Parent Committee – Strategy and Resources Committee**

**Purpose**

To discuss and explore a range of matters relating to the regeneration of Woodford Park Leisure Centre including:

- Potential new activities, their costs and their potential to raise additional income
- The potential for partnership working with Bulmershe Gym Club and Badminton England at the centre
- A review of existing facilities at the centre

**Membership**

Four Members from the Strategy and Resources Committee

Four Members from the Leisure Services Committee

**Meetings**

Meetings will take place over the municipal year and their timing will be arranged, as far as possible, to allow reporting to the Leisure Services and the Strategy and Resources Committees.

**Reporting**

The group will report and make any recommendations to the Strategy and Resources Committee. Minutes of the meetings will be provided to both the Leisure Services and the Strategy and Resources Committees.