

Minutes of a meeting of the Strategy & Resources Committee held at the Oakwood Centre on Tuesday 24 November 2015 at 8:00 pm

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

Officers present: *D. Mander, Town Clerk*

40. **APOLOGIES**

All members of the Committee were present.

41. **DECLARATIONS OF INTEREST**

Councillor D. Stares declared a personal interest in agenda item 8, Allotment Rent Review, as an allotment tenant at the site and a member of the Allotments Committee. Councillor Stares took no part in the discussion or the vote on this item.

42. **MINUTES OF THE STRATEGY AND RESOURCES COMMITTEE MEETING HELD ON 15 SEPTEMBER 2015**

RESOLVED:

- ◆ That the minutes of the Strategy and Resources Committee meeting of 15 September 2015 be approved and signed by the Chairman as a correct record.

43. **MINUTES OF THE EXTRAORDINARY MEETING OF THE STRATEGY AND RESOURCES COMMITTEE HELD ON 29 SEPTEMBER 2015**

RESOLVED:

- ◆ That the minutes of the extraordinary meeting of the Strategy and Resources Committee held on 29 September 2015 be approved and signed by the Chairman as a correct record.

44. **FINANCE**

a) **Budgetary Control**

Members considered the information set out in Report No. SR 35/15. The Town Clerk reported that the NI and pension costs were higher than budgeted for at this point and the year end would see a higher figure for these items in the revised estimates.

RESOLVED:

- ◆ To note Report No. SR 35/15

b) **Payments**

In response to a question the Town Clerk confirmed that one of the payments was for a TV licence paid for at Woodford Park. This covered any use hirers may make and accessing live television on computers.

RESOLVED:

- ◆ To approve the following payments listed in **Appendix A** (September) and **Appendix B** (October):

	Current account	Imprest account
September 2015	£51,806.53	£41,142.08
October 2015	£159,901.36	£43,528.10

c) **Temporary investment**

RESOLVED:

- ◆ To note the short term investment of £250,000 in a Lloyds Bank High Interest Deposit Account on 12 November 2015 for a period of 6 months at a rate of 0.75%.

d) **Credit and Debit card payments**

The Town Clerk presented Report No. SR 36/15. During the discussion on the proposal to introduce a charge for credit card payments it was suggested that the Council also explore a reduction in the bank charge percentage rate for credit cards transactions with its bankers, which the Town Clerk agreed to do. In response to a question the Town Clerk said that a charge based on a percentage of the payment had been considered, however, this would have been more problematic for staff to charge at the point of sale. The Town Clerk would also establish what, if any, refund of the bank charge may be given for any refund or return of deposit made through a payment to a customer's credit card account.

RESOLVED:

- ◆ To introduce a charge of 50p on all credit card payments with effect from 1 January 2016.

e) **Audit – Sector Led Body procurement**

The Town Clerk explained the background to the creation of the Sector Led Body (SLB) that would replace the now abolished Audit Commission, which had dealt with the appointments of external auditors before its demise and up to 2016/17. It was noted that the Council had proposed such a body in response to a consultation on this matter two or three years ago. The correspondence jointly from the National Association of Councils, the Society of Local Council Clerks and the Association of Drainage Boards announced the creation of the SLB to procure external audit services on behalf of local councils and asked the Council to consider whether it wished to opt in or out of this arrangement. It was noted that the accompanying fact sheet advised the Council that the cost of the external audit may increase over the existing charge as this had been negotiated some years ago and included some cross subsidy from larger councils.

The Council was not required to take any action unless it wished to opt out, otherwise the SLB would assume that it was opted in and procure an auditor to conduct its external audit for a five year period from the 2017/18 audit onwards. If the Council wished to opt out it should do this at a formal meeting of Council and would then need to make its own arrangements with auditors which would include establishing an auditor panel, following the statutory appointment process set out in regulations and make the appointment before 31 December 2016.

Members expressed concern at a possible increase in auditor fees and asked the Town Clerk to keep the Committee updated on any developments. The Town Clerk advised that the decision on this matter be recommended to Council for decision.

RECOMMENDED:

- ◆ **That the Council agree to opt in to the procurement of an external auditor through the Sector Led Body for audits from 2017/18.**

45. **INVESTMENTS WORKING PARTY**

Councillor Brindley presented Report No. SR 37/15 and reported that the Representatives from Rathbones had presented their annual report on the fund and had discussed two issues with the Working Party. One of these related to a change in the type of investment funds from passively managed funds (trackers) to actively managed funds. The costs would be slightly higher and Rathbones would provide further information on this proposal for the consideration at the next meeting of the Working Party. Attention was drawn to an investment fund already held by the Council, which had almost doubled in value during the three years it had been held. In response to a question the Town Clerk confirmed that the whole portfolio was invested on a low risk basis. The other matter raised by the financial advisors was the action the Council might wish to take if the fund achieved its target before the date on which the loans were to be repaid. It was noted that there was no advantage to the Council in making an early repayment, as this was likely to attract additional costs.

RESOLVED:

- ◆ To note Report No. SR 37/15.

46. **EXTERNAL FUNDING PROJECT LIST**

Members were pleased to receive the newly amended project list and noted that the items for consideration by the Community Services Committee would be included in the agenda for its next meeting.

RESOLVED:

- ◆ To note the External Funding Project List.

47. **COMMUNITY GRANTS**

Members considered the requests for grant funding set out in Report No. SR 38/15 and were informed by the Town Clerk that the funds available were £2,690, £100 more than the figure set out in the report.

Members discussed the applications, in particular the number and percentage of Woodley residents who benefitted from the services of the applicants, as set out in the report. The Town Clerk agreed to review the application form and ensure that this included both the percentage and number of members or people receiving an organisation's services.

RESOLVED:

- ◆ That, under Section 137 of the Local Government Act 1972, the following grants be awarded:

Berkshire Multiple Sclerosis Therapy Centre	£250	Towards the cost of therapists providing physiotherapy, massage, yoga, spinal reflexology and acupuncture.
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Berkshire Vision	£250	Towards the cost of providing activities for the visually impaired.
Cruse Bereavement Care (Thames Valley Berkshire)	£250	Towards the cost of providing bereavement support to children and adults.
Reading Football Club Community Trust	£250	Towards the cost of providing multi-sports sessions for Rainbows, Brownies and Guides groups in Woodley.
Setanta Gaelic Football Club	£250	Towards the cost of pitch fees.
The Link Visiting Scheme	£250	Towards the transport costs of visiting Woodley members in their homes and taking them out.
Wokingham Job Support Centre	£250	Towards the cost of providing internet access, training and support for job seekers.
Woodley Festival of Music and Arts	£250	Towards the cost of providing the Festival of Music and Arts in 2016.
Woodley Volunteer Centre	£200	Towards the cost of a gazebo to be used at fundraising events.
2 nd Woodley Scout Group	£215	Towards the cost of sports equipment.
Individuals:		
William Cowan (Gymnastics: GB Tumbling squad)	£100	Towards the cost of GB kit and travelling to training camps.
Alexander Cowan (Gymnastics: GB Tumbling squad)	£100	Towards the cost of GB kit and travelling to training camps.

48. **ALLOTMENT RENT REVIEW**

Members considered Report No. SR 39/15 and, following discussion on the costs associated with providing allotments to rent at the Reading Road site, an amendment to the recommendations for the 2017 rents set out in the report was proposed by the Chairman. These proposals included:

- An increase of 3% over the 2016 allotment rent rate for Woodley residents
- The rate for non-Woodley residents to be set at a rate of 50% above the rate for Woodley residents
- A reduction in the discount for allotment tenants in receipt of the state pension from 40% to 30%

It was noted that these proposals would change the Council's policy to increase rents by the Retail Price Index as at September, which had been in operation since 2008. However, Members agreed that the Council should aspire to progressively reducing the net costs of this provision and it was noted that the lease on the site was due for renewal in 2018, when it was anticipated that the lease rental would increase.

On the amended proposals being put to the being put to the vote it was:

RESOLVED:

- ◆ That the proposed amendments be approved and that the following charges for allotment plots at the Reading Road site be made in 2017:

Poles		Rent	Water	Total		Rent	Water	Total
10	Woodley Resident	£40.50	£4	£44.50	Woodley Resident – State pensioner	£28.30	£4	£32.30
	Non Woodley	£60.70	£4	£64.70	Non Woodley – State pensioner	£42.50	£4	£46.50
5	Woodley Resident	£20.25	£2	£22.25	Woodley Resident – State pensioner	£14.15	£2	£16.15
	Non Woodley	£30.35	£2	£32.35	Non Woodley – State pensioner	£21.25	£2	£23.25

49. **3G PITCH PROJECT UPDATE**

RESOLVED:

- ◆ To note that the appointed contractor was awaiting planning approval regarding revisions to the landscaping and tree protection information before construction could commence. This was expected any time and the construction was anticipated to take place over a 14 week period with a completion date of 2 February 2016. Officers were working with the contractor on the detail of car park layouts and electrical/lighting requirements.
- ◆ That arrangements be put in place for a 'breaking the ground' ceremony with the Mayor when construction commences and that a press release be issued.

50. **WOKINGHAM BOROUGH COUNCIL TERMS OF REFERENCE FOR JOINT WORKING OVER THE MANAGEMENT OF THE COMMUNITY INFRASTRUCTURE LEVY**

- a) Members considered the Wokingham Borough Council draft terms of Reference for Joint Working Over the Management of the Community Infrastructure Levy (CIL). In general Members agreed with the terms as set out in the document and it was noted that income from CIL to the Town Council was not likely to be high.

RESOLVED:

- ◆ To respond to the consultation suggesting that item D1 be amended by deleting the wording 'share many statutory functions and'.
- a) Members also noted the Regulation 62A Monitoring Report provided by Wokingham Borough Council and the reporting regime that would apply to any CIL receipts received by the Council.

RESOLVED:

- ◆ That the Council's External Funding Project List be amended to incorporate CIL receipts and spending in order that these be monitored.

51. **BALC**

Under this item the Chairman drew Members' attention to the question raised by Councillor Barker, the Council's representative to BALC, regarding a review of the Council's membership of NALC/BALC and whether this was appropriate for the Council.

RESOLVED:

- ◆ To note the minutes of the Berkshire Association of Local Councils AGM held on 11 November 2015.

52. **NALC**

RESOLVED:

- ◆ To note the report of the meeting of the NALC Larger Councils Committee held on 20 October 2015.

53. **FUTURE AGENDA ITEMS**

No future agenda items were proposed.

54. **PUBLICITY AND WEBSITE**

RESOLVED:

- ◆ To publicise the beginning of the construction of the 3G pitch.

55. **CATERING PARTNERSHIP MANAGEMENT PANEL**

a) **Catering Partnership Management Panel meeting of 6 October 2015**

RESOLVED:

- ◆ To note Report No. SR 40/15.

b) Members considered a proposal to appoint Councillor Dolinski to the panel and

RESOLVED:

- ◆ That Councillor Dolinski be appointed to the Catering Partnership Management Panel for the remainder of the municipal year.

c) **RESOLVED:**

- ◆ That, in view of the confidential nature of the business to be transacted in relation to commercial matters, it was advisable in the public interest that the public and press be temporarily excluded and asked to withdraw for items 15d and 16 on the agenda.

d) **Catering Partnership Management Panel meeting of 3 November 2015**

The Town Clerk presented Report No. SR 41/15.

RESOLVED:

- ◆ That the Council proceed with the managed withdrawal of Just in the Park CIC from the catering contract, as set out in Report No. SR 41/15.
- ◆ That ACL Consultancy Solutions be engaged to provide professional support as detailed in the fee proposal and brief.
- ◆ That £6,000 be allocated from the special projects reserve to cover the cost of professional fees in engaging and contracting with a new catering partner.

56. **WOODFORD PARK LEISURE CENTRE DEVELOPMENT**

- a) Members considered Report No. SR 42/15. Officers were asked to review what ongoing arrangements with any agent in respect of the renting of the flat would be, with the understanding that the Council's Maintenance Team would deal with any repairs required. Insurance cover to protect rental income would also be investigated.

RESOLVED:

- ◆ That the flat at Woodford Park be refurbished and rented out.
- ◆ That the information on the estimated capital costs be noted and that a further report be provided with a business case for the proposed use of the former pub area, along with funding proposals for the works.

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

Members considered Report No. SR 43/15 of the Woodford Park Leisure Centre Task and Finish Group meeting held on 23 November 2015 and

RESOLVED:

- ◆ That officers be directed to prepare and issue tender documents and specifications for the works to be carried out to create an open space to include the former pub, storage and bar and cellar areas.

The meeting closed at 10:00pm

Woodley Town Council 2015/2016

Current Account

List of Payments made between 01/09/2015 and 30/09/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	
18-Sep-15	A1 LocksmithsBerkshire Ltd	394.96	Padlocks - Allotment
25-Sep-15	ADT Fire & Security Plc	1116.68	Annual charge alarm maintenance/call out
18-Sep-15	Amenity Horticultural Services	1199.40	Play area hardwood chips
25-Sep-15	ASAP Computer Services	112.80	Antivirus software WP
11-Sep-15	BE Fuelcards Ltd	1.86	BP Plus card + Admin
18-Sep-15	BE Fuelcards Ltd	36.89	Diesel
25-Sep-15	Bowak Ltd	520.37	Cleaning supplies
11-Sep-15	Brake Bros Foodservice Ltd	452.03	Vending supplies
25-Sep-15	British Gas	2543.88	Electricity supply
07-Sep-15	BT Group Plc	145.80	Phone
03-Sep-15	BT Retail	3.60	Phone
11-Sep-15	BT Retail	15.00	Phone
25-Sep-15	Churchill Contract Services Ltd	1947.91	Contract cleaning
23-Sep-15	Crown Gas & Power	65.96	Gas supply
23-Sep-15	Crown Gas & Power	69.49	Gas supply
23-Sep-15	Crown Gas & Power	642.13	Gas supply
18-Sep-15	DCK Beavers Ltd	468.00	Accountancy service
18-Sep-15	EDF Energy 1 Ltd	11.18	Electric for clock tower
18-Sep-15	Energy Electrical Distributors Ltd	47.76	Electrical supplies
18-Sep-15	EURODEC	158.32	Decorating supplies
25-Sep-15	Fencing Products Ltd	28.80	Garden supplies
25-Sep-15	Fraser Office Supplies Ltd	116.38	Stationery supplies
18-Sep-15	Fuel Fitness Ltd	90.00	Coaching
25-Sep-15	Helen Masey	1000.00	Design/conduct residents & online surveys
25-Sep-15	Hewden Stuart Ltd	364.80	Hire of 3ft dumper + excavator
18-Sep-15	HMRC Cumbernauld	10984.74	PAYE & NI
30-Sep-15	iHasco Ltd	354.00	Data protection training module licence
30-Sep-15	InTouch	35.99	Monthly website charge
25-Sep-15	John Willis	120.00	Window cleaner
18-Sep-15	Just In The Park CIC	683.65	Charged on behalf of Just in the Park café
25-Sep-15	KLM Digital Office Solutions Ltd	16.32	Service & maint photocopier
30-Sep-15	Lightatouch	845.83	Internal Audit services
25-Sep-15	Lister Wilder Ltd	2215.18	Replace clutch - tractor
14-Sep-15	Lloyds Bank	142.87	Cardnet service charges
25-Sep-15	Lloyds Bank	37.50	Monthly bank charges-BACS
14-Sep-15	Mainstream Digital	7.18	Phone
15-Sep-15	Merchant Rentals	35.23	Monthly cardnet rental charge
18-Sep-15	MKR Electrical Services Ltd	336.62	Electrical supplies
30-Sep-15	Network Security & Alarms Ltd	154.80	Engineer callout
18-Sep-15	Norman J Mouldsley	50.00	Official photo of Mayor of Woodley
25-Sep-15	OCS Group UK Ltd t/a Cannon	291.60	Refuse collection
25-Sep-15	Office Depot International (UK) Ltd	68.46	Stationery supplies
30-Sep-15	Pitney Bowes	250.00	Postage topup
18-Sep-15	Prudential Assurance	30.00	AVC payment deducted from pay
25-Sep-15	Riso (UK) Ltd	237.90	Qtrly charge OC photocopier
25-Sep-15	Robinson Low Francis	1137.00	Outline + tender 3G pitch WP
18-Sep-15	SGW Payroll Ltd	158.78	Payroll services
30-Sep-15	Shred-it Ltd	192.00	Documents shredded
18-Sep-15	Siemens Financial Services Ltd	720.00	Lease rental photocopier
25-Sep-15	Sita UK L	701.50	Refuse collection
18-Sep-15	SMS Environmental Ltd	300.00	WP water sample testing
25-Sep-15	SMS Environmental Ltd	365.40	OC water sample testing

30-Sep-15	Specialised Panel Products Ltd	405.12	Plastic stacking chairs-Coro hall
25-Sep-15	Strictly Tables and Chairs Ltd	897.60	Plywood folding tables OC
18-Sep-15	Thames Valley Temperature Control Ltd	323.10	Call out WP + repair fridge OC
18-Sep-15	The Berkshire Pension Fund	11045.29	Pension - employers and employees
30-Sep-15	Token Security Solutions Ltd	79.39	Call out/reset fire alarm
30-Sep-15	Trade UK - B&Q	36.00	Building supplies
30-Sep-15	Trade UK - Screwfix	53.16	Building supplies
11-Sep-15	Traditional Local Cleaning Ltd	1378.98	Contract cleaning
18-Sep-15	Travis Perkins Trading Company	10.56	Building supplies
25-Sep-15	Trinity Mirror PublishING Ltd	240.00	WTCMI advertising
01-Sep-15	TV Licence DDA	145.50	WPLC TV licence
18-Sep-15	Unison Collection Ac	41.90	Union fees deducted from pay
30-Sep-15	Veolia ES - UK Ltd	36.00	Refuse collection
11-Sep-15	Virgin Media Ltd	21.49	Phone
30-Sep-15	Virgin Media Payments Ltd	20.27	Phone
11-Sep-15	Vodafone Ltd	222.84	Phone
30-Sep-15	Watson Petroleum Ltd	1439.28	Diesel - Depot
01-Sep-15	Wokingham BC	41.00	Rates
01-Sep-15	Wokingham BC	158.00	Rates
01-Sep-15	Wokingham BC	350.00	Rates
01-Sep-15	Wokingham BC	887.00	Rates
01-Sep-15	Wokingham BC	1849.00	Rates
25-Sep-15	WW Cleaning	98.50	Cleaning office chairs

51806.53

Clerks Imprest Account

List of Payments made between 01/09/2015 and 30/09/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	
02-Sep-15	(Personal Information)	53.20	Travel ticket refund
10-Sep-15	(Personal Information)	53.20	Travel ticket refund
22-Sep-15	(Personal Information)	50.00	Refund deposit
07-Sep-15	(Personal Information)	150.00	Refund deposit
01-Sep-15	(Personal Information)	50.00	Refund deposit
25-Sep-15	(Personal Information)	50.00	Refund deposit
07-Sep-15	(Personal Information)	5.00	Refund deposit
17-Sep-15	(Personal Information)	50.00	Refund deposit
15-Sep-15	(Personal Information)	200.00	Refund deposit
22-Sep-15	(Personal Information)	50.00	Refund deposit
01-Sep-15	(Personal Information)	50.00	Refund deposit
16-Sep-15	(Personal Information)	50.00	Refund deposit
07-Sep-15	(Personal Information)	50.00	Refund deposit
11-Sep-15	Lloyds Bank	21.80	Charges 10 July-9 Aug 15
23-Sep-15	Lloyds Bank	40146.50	Net Sept 2015 payroll
11-Sep-15	Reading Badmin Assoc	15.00	Refund deposit
16-Sep-15	Total Tyre Co	72.00	2x tyres - RY54DBU
08-Sep-15	UKpos.com	25.38	A4 plastic frame OC

41142.08

Woodley Town Council 2015/2016

Current Account

List of payments made between 01/10/2015 and 31/10/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
16-Oct-15	A1 Locksmiths Berkshire Ltd	25.02	Keys cut - main gate OC
16-Oct-15	ADS Signs Ltd	133.20	Signs - No smoking/DDA sign/changing room
31-Oct-15	Bates Wells - Braithwaite London LLP	40.00	Land registry fee
09-Oct-15	BE Fuelcards Ltd	1.86	Admin fees
23-Oct-15	BE Fuelcards Ltd	94.80	BP Diesel
30-Oct-15	BE Fuelcards Ltd	35.82	BP unleaded - Depot
23-Oct-15	Bowak Ltd	282.18	Cleaning supplies
23-Oct-15	Brake Bros Foodservice Ltd	327.55	Vending supplies
14-Oct-15	BT Retail	15.00	Phone
01-Oct-15	CF Corporate Finance	166.37	Qtrly rental charge photocopier
23-Oct-15	Churchill Contract Services Ltd	2043.91	Contract cleaning
16-Oct-15	Circon Ltd t/a Crown Water & Coffee	48.00	Bottled water
23-Oct-15	Circon Ltd t/a Crown Water & Coffee	129.48	Bottled water/qtrly rental charge
31-Oct-15	Cranford Audio Plc	128.59	Audio supplies - OC theatre
19-Oct-15	Crown Gas & Power	72.97	Gas supply
19-Oct-15	Crown Gas & Power	76.38	Gas supply
19-Oct-15	Crown Gas & Power	683.86	Gas supply
19-Oct-15	Crown Gas & Power	156.18	Gas supply
16-Oct-15	EDF Energy 1 Ltd	11.17	Electric for clock tower
16-Oct-15	Energy Electrical Distributors Ltd	69.92	Electrical supplies
23-Oct-15	Energy Electrical Distributors Ltd	196.51	Electrical supplies
16-Oct-15	EURODEC	336.59	Decorating supplies
23-Oct-15	Fraser Office Supplies Ltd	334.70	Stationery supplies
31-Oct-15	Global Foodservice Equipment	544.00	Daewoo microwave OC - café equipment
16-Oct-15	Godfreys Sevenoaks Ltd	205.92	Spark plugs/air filter/blade bolts & nuts
23-Oct-15	Greenham	478.12	Depot clothing/gloves/cleaning supplies
31-Oct-15	Greenham	38.81	Decorating supplies
16-Oct-15	Hewden Stuart Ltd	234.30	Hire of digger + dumper
22-Oct-15	HM Revenue Customs	18831.56	VAT July - Sept 2015
23-Oct-15	HMRC Cumbernauld	10723.32	PAYE & NI
23-Oct-15	InTouch	35.99	Monthly website charge
16-Oct-15	J P Lennard Ltd	590.52	Shuttlecocks & badminton rackets
31-Oct-15	John Willis	120.00	Window cleaning
16-Oct-15	Just Around The Corner	5715.50	Grant
16-Oct-15	Just In The Park CIC	294.00	Charged on behalf of Just in the Park café
23-Oct-15	KLM Digital Office Solutions Ltd	31.92	Service & maint photocopier
14-Oct-15	Lloyds Bank	409.96	Cardnet service charge
23-Oct-15	Lloyds Bank	45.90	Service charges-BACS
23-Oct-15	Lyreco UK Ltd	53.36	Stationery supplies
31-Oct-15	Mailcoms Ltd	89.88	Franking machine ink cartridge
14-Oct-15	Mainstream Digital	55.48	Qtrly rental charge-phone
31-Oct-15	Margaret Macknelly Design	228.00	Newsletter and text layout design
23-Oct-15	Mazars LLP receivable	2880.00	Annual audit - 2014/2015
15-Oct-15	Merchant Rentals	35.23	Monthly cardnet rental charge
16-Oct-15	MKR Electrical Services Ltd	471.32	Electrical supplies
31-Oct-15	MKR Electrical Services Ltd	145.44	Electrical supplies
16-Oct-15	P&H Direct Van Sales Ltd	126.48	Vending supplies
23-Oct-15	P&H Direct Van Sales Ltd	81.80	Vending supplies
31-Oct-15	P&H Direct Van Sales Ltd	243.60	Vending supplies
23-Oct-15	Pawling Systems Ltd	119.52	Corner protection guards WPLC
23-Oct-15	Prudential Assurance	30.00	AVC payment deducted from pay
06-Oct-15	Public Works Loan Board	84657.37	Loan repayments
23-Oct-15	Rigby Taylor	1476.48	Bags of Snowcal pitch whitening
23-Oct-15	SGW Payroll Ltd	148.58	Payroll services
23-Oct-15	Shuretech Ltd	228.00	Repairs to Coronation Hall shutters
23-Oct-15	Sita UK L	621.78	Refuse collection

23-Oct-15	SLCC Enterprises Ltd	432.00	Town Clerk attendance at annual conference
31-Oct-15	South East Employers	114.00	Staff training-Employment Law update
23-Oct-15	Southern Electric	506.28	Electric supply
23-Oct-15	Southern Electric Contracting Ltd	685.49	Electric supply
31-Oct-15	Southern Electric Contracting Ltd	192.35	Electric supply
12-Oct-15	Thames Water	364.84	Water rates-Pitts Lane
23-Oct-15	The Berkshire Pension Fund	10817.98	Pension - employers and employees
31-Oct-15	The Letterworks Ltd	634.00	Printing newsletter
16-Oct-15	Token Security Solutions Ltd	79.39	Call out alarm fault
23-Oct-15	Trade UK - B&Q	279.63	Building supplies
23-Oct-15	Trade UK - Screwfix	279.71	Building supplies
23-Oct-15	Trade UK - Screwfix	89.96	Building supplies
16-Oct-15	Traditional Local Cleaning Ltd	1845.71	Contract cleaning
16-Oct-15	Travis Perkins Trading Company	47.64	Building supplies
31-Oct-15	Travis Perkins Trading Company	11.89	Building supplies
23-Oct-15	Trinity Mirror PubliSHING Ltd	276.00	WTCMI advertising
23-Oct-15	Unison Collection Ac	41.90	Union fees deducted from pay
23-Oct-15	Universal Services	363.73	Repairs to WPLC trampoline
31-Oct-15	Universal Services	1306.03	Supply and fit WPLC dividing net
31-Oct-15	Virgin Media Payments Ltd	20.24	Phone
23-Oct-15	Vodafone Ltd	221.15	Phone
31-Oct-15	West Berkshire Council	475.00	Premises Licence fees OC/WPLC
23-Oct-15	Windowflowers Ltd	840.00	WTCMI winter planters
01-Oct-15	Wokingham BC	41.00	Rates
01-Oct-15	Wokingham BC	158.00	Rates
01-Oct-15	Wokingham BC	350.00	Rates
01-Oct-15	Wokingham BC	887.00	Rates
01-Oct-15	Wokingham BC	1849.00	Rates
31-Oct-15	Wokingham Borough Council	102.00	Legal advice - OC catering
23-Oct-15	Yarnold Heating and Plumbing Ltd	1187.24	Water softener - WP
		<u>159901.36</u>	

Clerks Imprest Account

<u>Date Paid</u>	<u>Payee Name</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
06-Oct-15	(Personal Information)	50.00	Refund deposit
09-Oct-15	(Personal Information)	150.00	Refund deposit
27-Oct-15	(Personal Information)	50.00	Refund deposit
12-Oct-15	(Personal Information)	15.00	Refund deposit
12-Oct-15	(Personal Information)	50.00	Refund deposit
27-Oct-15	(Personal Information)	150.00	Refund deposit
06-Oct-15	(Personal Information)	50.00	Refund deposit
20-Oct-15	(Personal Information)	50.00	Refund deposit
09-Oct-15	(Personal Information)	50.00	Refund deposit
21-Oct-15	(Personal Information)	10.80	WPLC cancelled course
06-Oct-15	(Personal Information)	50.00	Refund deposit
12-Oct-15	(Personal Information)	50.00	Refund deposit
12-Oct-15	(Personal Information)	50.00	Refund deposit
08-Oct-15	Amazon/co.uk	14.94	Sky travel stationary stepper
12-Oct-15	Bracknell & W/ham College	45.00	Refund deposit
13-Oct-15	Gear4music Ltd	174.48	Portable vocal performance pac
16-Oct-15	Kaspersky	47.99	Internet Security software
12-Oct-15	Leisure Jobs Ltd	150.00	Staff job advertising
09-Oct-15	Lloyds Bank	29.26	Bank charges 10 Aug to 9 Sept 15
28-Oct-15	Lloyds Bank	41725.82	Net Oct 2015 payroll
16-Oct-15	Parkside Distribution	15.49	Flightfeet step
02-Oct-15	PETTY CASH A/C	152.17	Topup petty cash
15-Oct-15	Post Office shop	37.20	Sole foot rest/lanyards
28-Oct-15	Vistaprint	37.77	Business cards
07-Oct-15	Woodley Adopt a Street	322.18	Grant
		<u>43528.10</u>	