

Earley Town Council Meeting 7th February 2024

Town Mayor's Report

I attended **JAC's AGM** on 14th November at their place "Rehoboth", located on Forest Road, it took place in a large tent in the grounds of their property in Wokingham. The tent was lit up by fairy lights, but it was a shame it was night time as I would have liked to see much more of their grounds. A presentation was given on the many aspects of what they do, followed by the some of those who have been helped. It was very moving to hear from those who seek help and especially their praise for a very understanding staff. All around the tent were displays of work achieved by those who use the service.

Sue Ryder was in the Great Hall at Reading University to "Celebrate a Life", a Thames Valley event held on 13th December. The invite stated that it was 'an opportunity to remember and reflect upon special memories of loved ones'. It was a chance to give thanks, leave a dedication in memory and celebrate the lives of people who have died that mean so much to us and as the invitation suggests, it was a very emotional event.

On 17th of December I was invited to **Earley St Peters Church** for their **Carol Service** and I was asked to give a reading. Just before Christmas this service reminds all of us about the meaning of Christmas in such a joyous way. The choir and all the readers did a wonderful job and I'm looking forward to going next year.

Link Visiting, my chosen charity, invited me to their **Christmas Special** at All Saints Church, Norreys Avenue. This church has recently undergone a massive renovation and now provides good facilities to hold this type of event. This started with tea, coffee, and cakes (very nice they looked) and a chance to sit and talk not just the volunteers but those who use this great scheme. This was followed by an amazing carol concert which everyone joined in with great gusto.

In the New Year I was invited to the **Service of Institution, Induction and Installation of the Rev'd Kate Wakeman-Toogood at Earley St Peters Church** on Wednesday 3rd January. This service was conducted by the Bishop of Reading and was a very important and solemn occasion. I was privileged to be invited to take part in it and, on behalf of Earley, I welcomed Rev'd Kate Wakeman-Toogood and her family. This was followed by refreshments in the church hall. It was lovely to talk to many of the congregation and to Rev'd Kate especially who mentioned she was coming to the Mayor's reception the next day and this was to be her first official engagement.

The most important engagement of the whole year is the **Mayor's Reception** on 4th January which I thoroughly enjoyed and must thank all the officers involved in making it happen, not forgetting the clearing up afterwards. This is an opportunity for all to relax and talk to as many residents involved in Earley as possible. We were honoured by the attendance of the High Sheriff whose realisation that he had a friend in common with the Rev'd Kate sparked a long conversation between them, this is what this event is all about. So, thank you to those who came, and I will be there next year.

EARLEY TOWN COUNCIL

19th January 2024

To: Earley Town Councillors

Subject: Report Back Following the NAG Meeting Held. 15th January 2024

I attended the NAG meeting, and there were various points raised that I would like members of the Council to note. A summary of those points is shown below:

- 1) On Fridays, there is an issue with traffic at the Aisha Mosque. The Mosque has volunteers directing the parking and has tried a Park-and-Ride scheme, but that has not proved successful. On occasion, disruption on Friday afternoons can be disruptive, mainly for the local bus service. The Mosque is looking at having discussions with the Bus company to identify what else they can do.
- 2) PC Amaro reported that only a few crimes have been committed since the last meeting. There were minor ASB-3 incidents, Two issues of car theft, and MERA had a complaint from a resident about used cigarette butt ends being thrown on the ground outside the Turkish Barbershop on Silverdale Road. A PCO will contact the shop staff to inform them of the concern raised and ask them to be vigilant about anyone who may be littering cigarettes.
- 3) There was a vehicle causing obstruction at the allotments, which has now been removed.
- 4) Parking issues were raised around Marefield during matches, and Cllr. Tahir Maher was asked to follow up on this. The Borough Council will send staff to check residents are parking so there is no obstruction for residents walking on the pavements. Parking on the corners is a matter for the Police rather than the Council to follow up. The Chair of NAG has been informed of this.
- 5) The twenty-mph speed limit on Marefield has been accepted; this was also something that Cllr. Tahir Maher followed up.
- 6) PC and two CPOs will be attending Laurel Park on 10 February, speaking to and, if necessary, ticketing inconsiderate drivers.
- 7) At Asda car park on Chalfont side by steps, the lights are out and do not work. The question was asked: who maintains this? Is it Asda/ City Electric or WBC? It was felt that it was Asda as they were the landlords. The Salvation Army resolved this issue.
- 8) To note: The University of Reading is holding its community festival on Saturday, 18 May.
- 9) To note: Fireworks at Laurel Park – will be on hold until July 202

Regards,
Councillor Melanie De Jong

Report for Full Council – re Anne Bassett’s attendance at the Kenton Road Day Centre meeting on 23/1/2024

Chairman’s Report - Events and Use of the Centre

Events continued to be well attended. The fish and chip lunch had 32 attendees and the bring and share celebration Christmas lunch turned out to be a great hit. Recently the centre was used for the celebration of a 90th birthday which had been a great success. Unfortunately, the New Year’s Eve event had to be cancelled but an event would be held in February to make up for this. All the usual daily activities have continued but there is still concern that the centre is not being used enough. The committee agreed to reach out to advertise the centre in the MERA magazine.

A member from Involve (Naomi Brown) attended the meeting with a view to signposting more people to the centre. There is also a shortage of people to man the centre every day so it is hoped that Involve may find volunteers for sessions which are short. It was agreed that two people had to be always there when the centre is open.

Sinking Drive Despite all their efforts this issue remains unresolved. A date had been arranged for the work to be done but a site visit earlier this month re-assessed the problem as one of drainage and not subsidence, so they are still waiting for what happens next.

Council Grant – the chairman was very grateful to the town council for the grant of £1000 in November, which means the centre can now go ahead with the project of updating the toilets. They needed a new quote for this now.

Electrical inspection and safety certificate – Following inspection the centre was found to be safe and issued with a certificate.

Treasurer’s Report - The centre has a healthy bank balance (£14,000) and invested money to ensure the centre is able to pay its outgoings.

Day Centre report – A start has been made on compiling a register of users. Some were reluctant to give addresses. Naomi (from Involve) agreed to send a draft data protection policy for the centre to use.

Future Events – 12th Feb Film show, 29th February – Bring and share lunch.

March – Film Show 13th March, March 26th – Fish and Chips lunch.

April 23rd – St George’s day- Afternoon tea and cakes

Next Committee meeting- 9th April

Full Council meeting – 7th February 2024

Agenda Item 8. ANNUAL FEES & CHARGES REVIEW 2024/25

At its meeting on 17th January 2024, the Amenities & Leisure Committee conducted the annual fees and charges review and agreed on **RECOMMENDATIONS** to be presented to Full Council for approval. All increases (excepting Allotment fees) to take effect from 1st April 2024.

Mays Lane Cemetery

It was agreed that the distinction between fees for Earley residents and those for non-residents should be maintained. Councillors considered the comparison charges available and agreed to recommend that

There be no increase to fees and charges for 2024/25 except for the following:

- *Transfer of Exclusive Right of Burial – increase from £62 to £100*
- *10 year extension to ERB – increase from £40 to £100*

Culver Lane Allotments

Owing to the nature of allotment contracts, fees are set a year ahead, all changes to take effect from 1st January 2025. Councillors agreed to recommend an increase of 50p or £1 to each class of plot, and an increase of £1 to membership of the horticultural society. The proposed new fees, wef 1/1/25, will be

Raised beds -	£14.00	
3 Pole -	£35.00	
4 Pole -	£42.00	Horticultural Society - £38.00
6 Pole -	£53.00	
8 Pole -	£62.00	

Hall Hire

The Committee considered comparable fees in the local area and were provided with details of current availability in ETC's halls. They also considered how far hall hire income had recovered since the pandemic (income is currently 80% of pre-pandemic levels). The Bookings Officer had pointed out that the hire charge for parties (children's) was very low compared with other local provision, and, in addition, this type of booking required more caretaking time than regular hires. It was unanimously agreed to recommend the following:

- A new 'Parties' (children's) charge would be introduced at £22.00 per hour
- All other charges would remain unchanged
- ETC will promote the availability of particular time slots at individual halls to raise awareness and, hopefully attract new bookings

Fishing Permits

HMRC legislation has changed and VAT is no longer payable on fishing permits. Previous fees have been inclusive of VAT. Councillors agreed that the recommendation would be for no increase in the charge for fishing permits in 2024/25.

Sports Pitch Hire

The change in VAT legislation also applies to the hire of sports pitches. The Committee agreed to recommend that there would be no increase to football pitch hire in 2024/25. During discussions with the cricket league, officers had been informed of the shortage of cricket pitches and that charges at Sol Joel were noticeably lower than charges at other sites. Councillors agreed to recommend that cricket charges for 2024/25 would be increased by 20%.

Full Council meeting – 7th February 2024**Agenda Item 9 - BUDGET AND PRECEPT 2024/25**

The budget and precept for 2024/25 have been discussed by the Budget Working Party and then by the Policy & Resources Committee at its meeting on 24th January 2024. The minutes from the P & R Committee are as follows:

85.1 Budget 2024/25

Councillors considered the Budget Working Party's recommendations for the 2024/2025 budget. Councillors were also provided with details of the fees and charges recommendations from the Amenities & Leisure Committee for 2024/25, which were small in nature and would not significantly impact the estimated income. A request was made that the Health & Safety budget be increased to allow for an external health & safety audit to be carried out. The Committee agreed that 360/4255 Health & Safety be increased by £2,000. Members began their discussions on the 2024/25 precept.

*It was **RESOLVED** that, with the suggested increase to the Health & Safety budget, the Budget 2024/25, as presented, be accepted and be put forward to Full Council at its meeting on 7th February 2024 for approval.*

85.2 Precept 2024/25

Councillors discussed in depth the precept for financial year 2024/25, taking into consideration the agreed budget figures and the current economic climate.

Two motions were proposed, seconded and voted on:

- (i) an increase of 2% on the current precept figure – four in favour/seven against – the motion failed
- (ii) a 0% increase on the current precept figure – 8 in favour/three against – the motion passed

*It was therefore **RESOLVED** that a recommendation of a 0% increase on the current precept figure for financial year 2024/25, would be recommended to Full Council at its meeting on 7th February 2024.*

Jo Friend
Town Clerk

Full Council meeting – 7th February 2024

Agenda Item 10 - CHARITY EVENT

The Mayor's charity, the Link Visiting Scheme, are keen to hold a joint fundraising event with Cllr Caroline Smith, ETC's current Mayor, and have suggested holding an afternoon tea in April.

Officers have met with Jayne Streak (LV) and offered them use of the Function Room at Maiden Place Community Centre. LV are already in possession of suitable crockery and tableware for a formal afternoon tea event. The function will be ticketed, cost to be determined, and although they are very keen for it to be a joint event with ETC, it will be aimed at LV clients, many of whom have shown a keen interest in such a function before and who would very much enjoy meeting the Mayor (and Deputy Mayor). Jayne expects to sell around 50 tickets.

LV is aware that the cost of the food will reduce any profits (they would like to raise £500 after costs) and asked if there was anything the town council could do to help (apart from providing the venue).

There are funds remaining in our 2023/24 Events budget (approximately £3,000) and, although ETC's events tend to be environment themed, an afternoon tea for LV clients would support ETC's work to reduce loneliness and social isolation (Elizabeth Room). As ETC will be joint hosts of this event, I would recommend ETC make a financial contribution towards the cost of the food, this enabling the Link Visiting Scheme to maximise its fundraising potential.

Jo Friend
Town Clerk

Full Council meeting – 7th February 2024

Agenda Item 11 - SCHEDULE OF MEETINGS 2024/25

The Town Clerk has submitted a suggestion that the number of cycles of Town Council meetings per year be reduced from six to five with effect from 2024/25. The proposal is supported by Cllr David Hare, Leader, ETC.

This would result in the following standing committee and Council meetings taking place each year:

- Amenities & Leisure Committee – five (currently six)
- Policies & Resources Committee – five (currently six)
- Planning Committee – twelve (no change)
- Full Council – six (currently seven)

The reasons for the proposed changes are as follows:

- Agenda items would be more substantial - a longer gap between committee meetings would mean work/projects would be further progressed and officers' reports could be more informative
- A little more time between meetings would aid officers in completing actions arising from the previous meeting
- The Town Clerk is responsible for creating the agendas and supporting documentation for all meetings except the Planning Committee, which is the responsibility of the Deputy Town Clerk. The current meeting schedule means a significant amount of senior officer time needs to be spent on planning and creating agendas, the supporting documentation, actions from meetings and the minutes. This type of work is often not suitable for more junior staff as they don't have the general oversight or knowledge of what is required to be addressed (many items are long running issues rather than one-offs) and they do not attend the meetings themselves. A reduction in the schedule would allow more time for senior officers to work on things other than these essential administration tasks.

A move to five meeting cycles per year would bring ETC in line with, for example, Woodley Town Council, who have been operating this number of cycles for many years.

A proposed meeting schedule 2024/25 is provided overleaf for councillors' consideration.

EARLEY TOWN COUNCIL

Notice of Meetings

2024/2025



Notice is hereby given of the following meetings of the Council and its Committees

	Amenities & Leisure (Wednesday 7.00pm)	Planning (Tuesday 7.00pm)	Policy & Resources (Wednesday 7.00pm)	Council (Wednesday 7.00pm)
2024	22nd May	7th May		ANNUAL 8th May MTG
		4th June	19th June	
	24th July	2nd July		10th July
		6th August		
		3rd September	11th September	25th September
	16th October	8th October		
		5th November	13th November	27th November
		10th December		
2025	15th January	7th January	22nd January	
		4th February		5th February
	5th March	4th March	12th March	26th March
		8th April		

All meetings are held at the Council Offices, Radstock Lane, Earley

Members of the public are welcome to attend

The Annual Meeting of the Town Council will be held on 8th May 2024

Jo Friend, Town Clerk



EARLEY TOWN COUNCIL

GRANTS POLICY

Community Grants to Community Groups, Organisations & Individuals

Part of Earley Town Council's mission is to engage with residents, working with all to make Earley an even better place in which to live. Therefore, all spending and activity that the Council undertakes focuses on delivering its mission and the Council recognises the important role that its grant spending plays in supporting community groups, organisations and individuals.

1. Introduction

- a. Applications will be accepted three times a year in June, November and March.
- b. Applications received outside of the normal intake will be considered in exceptional circumstances.
- c. Each financial year the Council sets a grant budget, which is a limited amount, therefore the Council will not award grants in excess of the annual budget.
- d. Grant applications are considered by the Policy & Resources Committee on an individual basis.
- e. Amounts awarded are at the discretion of the Policy & Resources Committee.
- f. Commercial organisations are not eligible to apply for a grant.
- g. The Council is committed to environmental/green issues and asks where possible for applicants to demonstrate how they promote these types of initiatives within their group/organisation.

2. Criteria

- a. Applicants must complete an application form and provide the following supporting documentation: -
 - Set of financial accounts for the previous year
 - Quotations received (if the request is in relation to a project)
 - Breakdown of income/expenditure
 - Safeguarding Policy (if group/organisation's work involves children or vulnerable adults)
- b. The Council reserves the right to request additional information, if required.
- c. Applications will only be accepted from voluntary/charity organisations or groups who provide much needed support services.
- d. Applicants must demonstrate how the grant will benefit residents of Earley; this includes applications from groups/organisations who operate outside the Earley boundary.
- e. Applicants will be asked for the number of Earley residents who will benefit from the grant and will be asked to evidence how this number is obtained.
- f. Applications can not be made for groups/organisations operating overseas or for assistance outside the UK.

- g. Applications will not be accepted retrospectively, where the project or expense has already occurred.
- h. Grants will not be awarded for wide scale advertising.
- i. Grants are not awarded for costs that could reasonably be expected to be funded from other sources, e.g., member subscription.
- j. Successful applicants will be notified as soon as practicably possible.
- k. Unsuccessful applicants will be provided with a reason as to why a grant has not been awarded.
- l. Payments of grants will be paid electronically.
- m. All recipients of a grant will be required to provide the Council with a report on the following:
- How the grant has been spent
 - How the grant has benefitted the community
 - How the grant has assisted the group/organisation
- The report should be supported with evidence such as photos, newsletters or press releases, website links, where possible.
- n. Application Forms for Community Grants to Community Groups, Organisations can be found at:
- <https://earley-tc.gov.uk/wp-content/uploads/2019/12/Application-Form-Community-Groups-Organisations.pdf>

Grants for Individuals

Match-funding grants may be given to applicants who have been awarded a grant through the Wokingham Borough Sports Council. In these cases, the request for Town Council funding will be made by Wokingham Borough Council directly to the Town Council. Consideration will also be given to granting match funding for awards made to individuals from other recognised organisations.

In exceptional circumstances, Individuals may apply directly to the Town Council for a grant. These applications may be made at any time during the year.

- a. Applicants making an individual application directly to the Council must complete an application form.
- b. Successful applicants will be notified as soon as practicably possible.
- c. Unsuccessful applicants will be provided with a reason as to why a grant has not been awarded.
- d. Payment of grants will be made electronically.
- e. Application Forms for Individuals can be found at:
- <https://earley-tc.gov.uk/wp-content/uploads/2019/12/Application-Form-Individual.pdf>

Date of policy: xxxxxxxxxx

Approving committee: xxxxxxxxxx

Date of committee meeting: xxxxxxxxxx

Policy effective from: xxxxxxxxxx

Date for next review: xxxxxxxxxx

RECORD OF COUNCILLOR ATTENDANCES – 2023/24

NAME OF COUNCILLOR	COUNCIL					AMENITIES & LEISURE					PLANNING					POLICY & RESOURCES						
	05	06	07	10	11	02	03	05	07	09	10	10	01	02	03	04	06	07	09	11	01	03
R. AHLAWAT	✓	✓	✓	✓	✓		✓	✓	✓													
A. BASSETT		✓	✓	✓	✓		✓	✓	✓							✓	✓	✓	✓	✓	✓	
A. BRADLEY	✓		✓	✓	✓		✓		✓													
N. BROCK	✓		✓	✓	✓		✓	✓	✓			✓										
R. BROWNE	✓		R	✓	✓		✓	✓	✓			✓										
R. COOK	✓	✓	✓	✓	✓		✓		✓			✓										
M. DE JONG	✓	✓	✓	✓	✓		✓	✓	✓			✓					✓	✓	✓	✓	✓	
J. EASTWELL	✓	✓		✓	✓											✓	✓	✓	✓	✓	✓	
D. HARE	✓		✓	✓	✓											✓	✓	✓	✓	✓	✓	
T. HOLTON	✓	✓	✓	✓	✓											✓	✓	✓	✓	✓	✓	
M. IYENGUNMWENA	✓	✓	✓	✓	✓											✓	✓	✓	✓	✓	✓	
S. JORDAN	✓	✓	✓	✓	✓											✓						
N. JORGENSEN	✓	✓	✓	✓	✓																	
P. JORGENSEN	✓	B	✓	✓	✓											✓	B	✓	✓	✓	✓	
I. KHAYINZA	✓	✓	✓	✓	✓																	
G. LITTLER	✓	✓	✓	✓	✓																	
A. LONG	✓	✓	✓	✓	✓		✓	✓	✓							✓	✓	✓	✓	✓	✓	
T. MAHER	✓	✓	✓	✓	✓		✓	✓	✓							✓	✓	✓	✓	✓	✓	
S. MATTHEWS	✓	✓	✓	✓	✓		✓	✓	✓							✓	✓	✓	✓	✓	✓	
A. NEAL	✓	✓	✓	B	✓											B	✓	✓	✓	✓	✓	
S. NEWTON	✓	✓	✓	✓	✓																	
B. OWEN	✓	✓	✓	✓	✓			✓														
H. SARASAN	✓	✓	✓	✓	✓																	
C. SMITH	✓	✓	✓	✓	✓		✓									✓	✓	✓	✓	✓	✓	
M. SMITH	✓	✓	B	✓	✓											✓		A	✓	✓	✓	

R = Representing Town Council B = Attending Borough Meeting A = In Attendance shaded cell denotes non-representation on Committees

December 2023 Barclaycard**ORDERS FOR PAYMENT - BY BARCLAYCARD**

Number	Supplier	Purchase Description	Amount
6471	Amazon	Defib. Microfibre cloths	£5.00
6472	Amazon	Defib. Disposable Razors	£13.84
6473	Amazon	Green Events Xmas tree Fairy lights	£7.59
6474	Zoom	Subscription Dec 23	£15.59
6475	Ashridge Trees	Coronation Oak in Paddick Dr.	£169.98
6476	Sainsbury's	Food Staff Xmas event	£46.90
6477	Canva	Canva Pro Annual Subscription to 23/12/24	£99.99
Total Barclaycard			£358.89

Date Prepared: 16/01/2023

ORDERS FOR PAYMENT - BY DIRECT DEBIT

December 2023

Number	Supplier	Purchase Description	Amount
6478	Allstar Buisness Solutions Ltd	Vehicle Fuel Parks & Maintenance YK60UTY & YS06BSO	£183.73
6479	Allstar Buisness Solutions Ltd	Vehicle Fuel Parks YK60 UUU	£78.01
6480	Allstar Buisness Solutions Ltd	Vehicle Fuel Parks & Maintenance YK60UUJ & MX19WFV	£158.46
6481	BT	SJP CCTV broadband 1 Dec 23 - 29 Feb 24	£201.71
6482	Castle Water	CEM Water supply Nov 23	£29.37
6483	Castle Water	MPCC Water supply Nov 23	£160.46
6484	Castle Water	RLCC Water supply Nov 23	£22.56
6485	Castle Water	IC Water supply Nov 23	£51.92
6486	Castle Water	RH Water supply Nov 23	£133.61
6487	Culligan UK Ltd	SJP Water Cooler Nov 23	£44.79
6488	Culligan UK Ltd	RH Water Cooler Nov 23	£160.72
6489	Elavon	Credit card terminal rental Dec 23	£22.80
6490	Focus Group	RH Telephone line rental Dec 23 & calls Oct 23	£179.58
6491	O2	Mobile phones November 23	£228.36
6492	PHS Group	MPCC Sanitary Disposal & hand drier 27/09/23-26/12/23 New Contract	£128.06
6493	PHS Group	MPCC Sanitary Disposal & hand drier 27/12/23-26/03/24 New Contract	£128.06
6494	PHS Group	MPCC Social Club Sanitary Disposal 27/12/23-26/03/24 New Contract	£10.58
6495	PHS Group	MPCC Social Club Sanitary Disposal 27/09/23-26/12/23 New Contract	£10.58
6496	PHS Group	MPCC Dust mat 27/09/23 - 01/12/23 CREDIT Old Contract	-£28.21
6497	PHS Group	MPCC Social Club Sanitary Disposal 27/09/23-01/12/23 CREDIT Old Contract	-£7.68
6498	PHS Group	MPCC Sanitary Disposal & Hand drier 27/09/23-01/12/23 CREDIT Old Contract	-£240.54
6499	PHS Group	IC Sanitary Disposal 27/09/23-26/12/23 New Contract	£5.29
6500	PHS Group	IC ESPO Minimum Charge 18/09/23-17/12/23 New Contract	£5.29
6501	PHS Group	IC Sanitary Disposal 02/12/23-01/03/24	£5.29
6502	PHS Group	IC ESPO Minimum charge 18/12/23-17/03/24 New Contract	£5.29
6503	PHS Group	IC Sanitary Disposal 27/12/23 - 26/03/24 New Contract	£5.29
6504	PHS Group	IC Sanitary Disposal 27/09/23-01/03/24 CREDIT Old Contract	-£9.13
6505	PHS Group	RLCC Sanitary Disposal & hand drier 27/12/23-26/03/24 New Contract	£128.06
6506	PHS Group	RLCC Sanitary Disposal & hand drier 27/09/23-26/12/23 New Contract	£128.06
6507	PHS Group	RLCC Sanitary Disposal & hand drier 02/12/23-01/03/24 Old Contract	£367.27
6508	PHS Group	RLCC Sanitary Disposal & hand drier 27/09/23-01/03/24 CREDIT Old Contract	-£607.81
6509	PHS Group	SJP Sanitary Disposal 18/09/23 - 17/12/23 New Contract	£15.88
6510	PHS Group	SJP Sanitary Disposal 18/12/23 - 17/03/24 Nrw Contract	£15.88
6511	PHS Group	SJP Waste Collection 27/09/23-01/12/23 CREDIT Old Contract	-£30.30
6512	PHS Group	SJP Sanitary Disposal 27/09/23-01/12/23 CREDIT Old Contract	-£24.95
6513	PHS Group	RH Sanitary Disposal 27/12/23 - 26/03/24 New Contract	£10.58
6514	PHS Group	RH Sanitary Disposal 27/09/23-26/12/23 New Contract	£10.58
6515	PHS Group	RH Sabitary Disposal 27/09/23-01/12/23 CREDIT Old Contract	-£7.68
6516	Regent Gas Ltd	Gas supply RH Nov 23	£237.06
6517	Regent Gas Ltd	Gas supply SJP Nov 23	£522.02
6518	Regent Gas Ltd	Gas Supply RLCC Nov 23	£559.62
6519	Regent Gas Ltd	Gas Supply MPCC Nov 23	£1,026.76
6520	SSE	MPCC Electric 02/08/23 - 06/11/23	£1,856.77
6521	SSE	IC Electric 02/08/23 - 06/11/23	£530.90
6522	SSE	Trac Shed Electric 02/08/23 - 06/11/23	£92.20
6523	SSE	RH Electric 12/09/23 - 30/09/23	£571.98
6524	SSE	SJP Electric 02/08/23 - 07/11/23	£1,317.20
6525	SSE	SJP Electric 02/08/23 - 08/11/23	£1,607.87
6526	SSE	SJP Electric 02/08/23 - 08/11/23 Credit Note	-£1,607.87
6527	SSE	RH Electric 01/10/23 - 09/11/23	£389.11
6528	SSE	RLCC Electric 02/10/23 - 01/11/2023	£347.28
6529	Virgin Media	Internet December 23	£51.60
6530	Wokingham Borough Council	MPCC Rates December 23	£228.00
6531	Wokingham Borough Council	RLCC Rates December 23	£469.00
6532	Wokingham Borough Council	RH Rates December 23	£1,572.00

Total Direct Debits

£11,451.32

Date Prepared:

12/01/2024

ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
6533	A1 locksmiths Berkshire Ltd	Padlocks & security chain Allotments Jan 24	£101.10
6534	Air IT Ltd	Microsoft 365 Jan 24	£899.24
6535	Air IT Ltd	Managed IT Support Jan 24	£719.83
6536	Arkell & Hurcombe	Cem Bronze Plaque	£121.20
6537	ArmourArbor	Reduce Maple overhanging Mawbury Close 9/11/23	£600.00
6538	Arnold Laver	Timber & green fence paint MELNR Jan 24	£23.68
6539	Bowak Ltd	Cleaning & Caretaking supplies various sites Jan 24	£309.66
6540	Creating Technical Solutions	Battery replacement for maintenance vehicle MX19WFV	£225.60
6541	GLS /Findel Education Ltd	Heavy duty sacks various sites Jan 24	£139.15
6542	Lister Wilder	IC Mower Air filter/Spark plug	£16.79
6543	Nationwide Bark & Play Surfaces LLP	Hardwood playchips Meadow Park Jan 24	£239.99
6544	Select Environmental Services	Waste collection CP Dec 23	£40.43
6545	Select Environmental Services	Waste collection MPCC/MPSOC Dec 23	£141.15
6546	Select Environmental Services	Waste collection RLCC Dec 23	£42.64
6547	Select Environmental Services	Waste collection General Litter Dec 23	£544.03
6548	Select Environmental Services	Waste collection RH Dec 23	£13.34
6549	Staysure Ltd	YK60UUJ 2x Tyres	£324.00
6550	Tradepoint UK Screwfix	Seleant Maintenance MELNR Jan 24	£15.98
6551	Wokingham Borough Council	CP Rent for January 2024	£293.50

Total: £4,811.31

Date Prepared: 23/01/2024

IMPREST ACCOUNT - Reimbursement Vouchers 918 - 919
Vouchers between 9th January 2024 - 18th January 2024

Number	Details	Amount
918	Damage Deposit Refund KP	£50.00
919	Damage Deposit Refund GH	£50.00
	Total Payments	<u>£100.00</u>