

EARLEY TOWN COUNCIL - NEIGHBOURHOOD CIL PROPORTION

Figures as at 19th September 2023

Paid to Date			Amount Spent			
Application No.	Amount Received	Date Received	Spend By:	Project	Amount Spent	Date
170424	£23,477.74	24/04/2019	24/04/2024	Sept 2023 - £1,293.21 local bus services £22,184.53 remaining		
182570	1A £1,314.28	Oct-19	01/10/2024			
191011	£19,252.37	Sep-20	01/09/2025			
190911	£12,721.39	Apr-21	01/04/2026			
212205	£745.97	Apr-22	01/04/2027			
212205	£608.85	Oct-22	01/10/2027			
TOTAL CIL	£58,120.60	(less 1,293.21)	£56,827.39	WBC Flood Relief Project - £15k earmarked		
				Sept 2024 - £1,293.21 local bus services earmarked		
				Sept 2025 - £1,293.21 local bus services earmarked		

Awaiting Payment from Wokingham Borough Council:

Money invoiced but not yet received by WBC = £30,040

Policy & Resources Committee Meeting – 27th September 2023

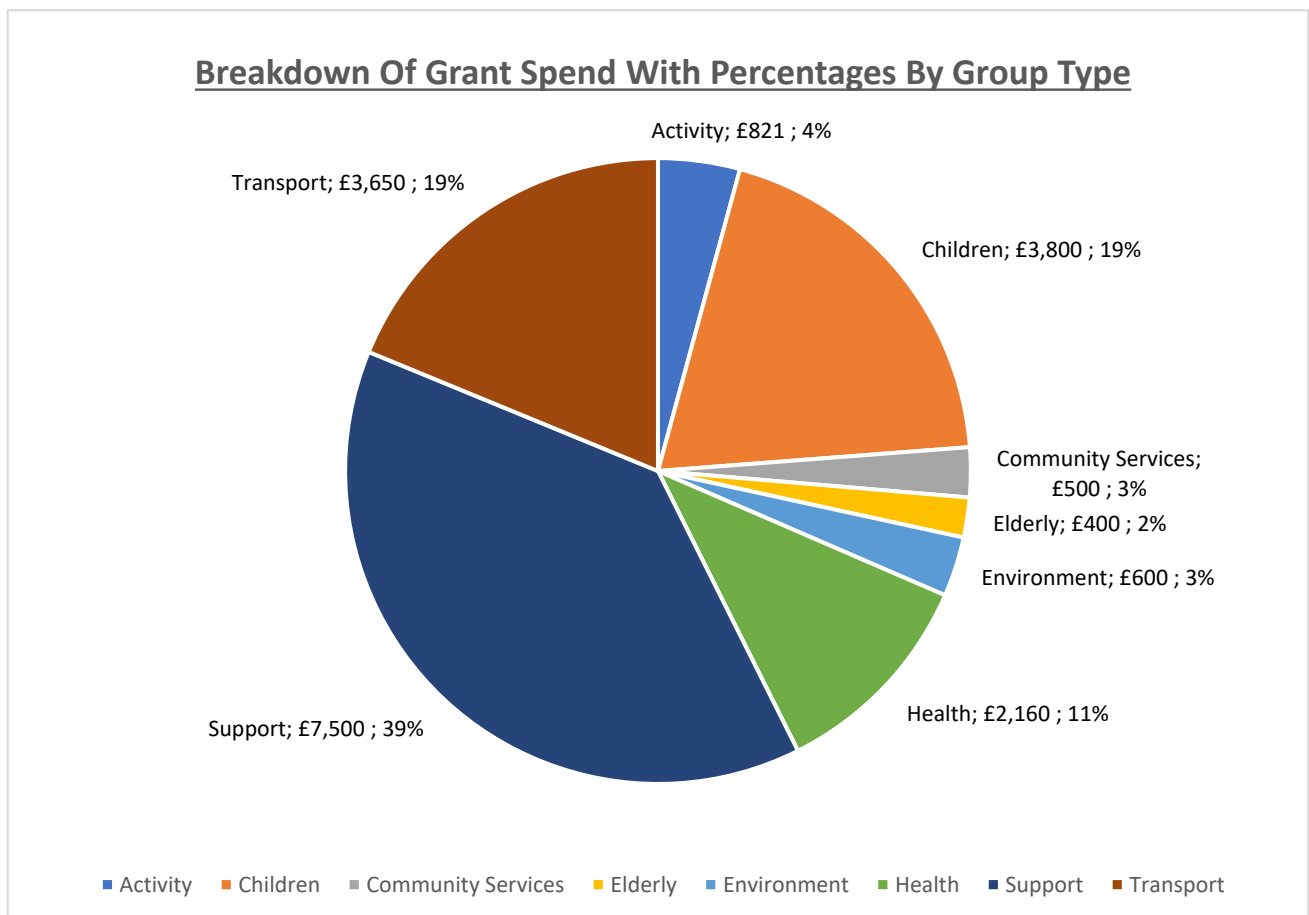
Agenda Item 9. TOWN COUNCIL GRANTS

A copy of Earley Town Council’s current **Grants Policy** is available on the Town Council’s website.

Grants 2023/24 – to date

Budget for 2023/2024	£40,000 (includes amounts for sports sponsorship, previously £750)
Total Spend to Date	£19,431 (sports sponsorship requests not yet received)
Remaining Spend	£20,569 (includes amounts for sports sponsorship)

A further grant request has been received from Lower Earley Salvation Army (to be decided on) and an application is expected from Earley Day Centre (Kenton Road).



There is a sum of money remaining in the grants budget for 2023/2024. One option is for the Council to advertise and promote the fact that funds are still available, encouraging applicants to submit a request for funding before the 2024/25 grant application process opens in December 2023. ETC’s relationship with organisations such as Involve and its new social media presence would assist with this.

Going forwards the Policy & Resources Committee may wish for the Grants working party to undertake a review of the existing grants policy and application process. Any recommendations for amendments to the policy or process to be referred to the P & R Committee for decision.

Matters that could be reviewed include the set grant application process timeframe, currently open in December and January each year, or whether the Committee considers welcoming grant applications all year round and dropping the December to January application timeframe. (Within the current system, the P & R committee decides, on an ad hoc basis, if applications received outside of this time frame will be considered.)

Members could also consider whether to retain a single, general grant fund or whether a group of smaller, more targeted funds would better achieve the Town Council's aims.

Policy & Resources Committee Meeting – 27th September 2023

Agenda Item 11. SIBLY – COLLINS DRIVE

The public spaces at the Collins Drive development (Sibly) were finally transferred from Persimmon to Earley Town Council in mid-July 2023. The first task for officers has been to assess the condition of the various areas of transfer and prioritise any work required before a general site management plan can be created. To date, the actions taken include:

- **Finance**

ETC received a little over £414,00 in S106 monies to fund the maintenance of the site in perpetuity. We have invested £400,000 of this money in a CCLA account (Churches, Charities and Local Authorities) an instant access, low risk fund currently paying about 4.6%. Interest earned will be paid into a ‘Sibly’ earmarked reserve. A long-term financial management strategy will be devised once initial works and repairs have been carried out and we have a clearer idea of what costs could be incurred over time.

The asset has also been added to ETC’s insurance policy.

- **Redhatch Copse**

We commissioned a professional tree survey of the copse, focussing on areas affecting public footpaths, neighbouring properties and adjoining land. Consideration was given to identifying diseased or dying trees and also any areas where trees could possibly cause future issues such as subsidence. No such issues were identified but health and safety works were recommended for some trees. These works will be commissioned shortly and are expected to cost in the region of £10-15k.

The tree survey also covered the trees on the estate but outside the boundaries of the copse. Some trees planted by the developer have died, we will be replacing these with more appropriate, small specimens.

Led by ETC’s Park Rangers, the Wednesday volunteers have cleared footpaths in the copse of brambles and overgrown vegetation.

- **Toddlers play area**

The condition of the play area is so poor that nothing can be salvaged, ETC will need to start from scratch to provide a useful and compliant play area for the local children.

Officers have met with play equipment providers to scope out what could be possible in what is a relatively small space. An initial consultation will be held with Sibly residents to gauge preferences in terms of appearances and types of play equipment, ie climbing, imaginative, slides and so on. A couple of draft plans will then be drawn up and Sibly residents will be consulted with again. Once a final draft scheme has been agreed, the project will go out to tender before a final decision on play equipment provider is made.

The play equipment providers are assisting officers with creating the consultations (FOC) and will assist with the tender process. New fencing, signage and planting will form part of the project. We do not yet have a cost for the project but officers are aware that £35k of the original S106 monies were labelled ‘Play Area’. Progress reports will be provided to the Council.

- **Conservation Areas**

A long-term maintenance plan of the conservation areas, including the SUDS (surface water drainage features) is being drawn up. Until that work commences, officers have tidied up the areas, cutting back nettles

and brambles and have created grassed margins around the features to prevent further encroachment of vegetation on walkways and paths.

- **Stream**

ETC now has riparian liabilities for the Collins Drive side of the stream, up to the centre of the stream bed, WBC has the same liability for the other side, whilst Thames Water has responsibility for the grilles and culvert. The Town Clerk requested a site meeting with WBC's new head of 'Blue Infrastructure' to discuss partnership working on the stream. This was held on 9th August and was quite informative. In order to further assess the condition of the asset, the WBC officer has agreed to 'walk' the stream with an ETC officer – we are awaiting a date from WBC for this.

The stream is currently very overgrown with brambles, vegetation and some fallen trees Whilst some of this is a fairly positive thing, in that it slows the flow of any water thus reducing the likelihood of issues further downstream, too much vegetation could cause blockages and possibly lead to localised flooding. The aim will be to remove some of the growth but not too much. Officers will be in a better position to view the situation once the summer vegetation has died down.

ETC did discover a very large wasp nest in the bank of the stream which we instructed our pest control contractor to remove. This was a challenging task owing to the nest's size and the fact that the contractor needed to avoid contaminating the stream but it was eventually achieved after five days of treatment.

- **Notice board**

We shall be installing an Earley Town Council notice board on the site. This will help us communicate with residents (who will be welcome to put their own notices in the public section of the board) and will hopefully reassure residents that Earley Town Council is being proactive in the management of the site.

There have been frequent interactions with residents when ETC officers attend the site. The feedback from them has been very positive with three central themes emerging: residents are pleased the Town Council has assumed the management of the site; they appreciate ETC's proactive approach to the tasks ahead; and residents are keen to engage with the Town Council and its officers in determining aspects of how the site is managed.

Jo Friend
Town Clerk
15th August 2023

Policy & Resources Committee Meeting – 27th September 2023

Agenda Item 12. BUS SHELTER ADVERTISING

Wokingham Borough Council's contract for bus shelter advertising is coming to an end therefore the Borough will soon be going out to tender for a new contract. WBC has asked if any town and parish councils would be interested in being included in the tendering process with regard to the bus shelters they currently own and maintain. The contract would be for both static advertising (paper posters) and digital advertising. ETC has some 54 bus shelters across the town.

Any contract would require the advertiser, currently Clear Channel, to do the following:

- Provide the appropriate bus shelter
- Maintain it for a period of 10 years
- Obtain any planning permissions if required (for example digital advertising always requires planning permission as do new locations for advertising)
- To pay the council, ie ETC, a proportion of the advertising share for the duration of the contract (this figure does however tend to be low)

The advertising contractor would identify the locations it would be interested in using, these are generally high footfall or high traffic routes, the Town Council would not be able to request specific shelters be adopted by the contractor. In cases where there may be spare advertising space, the Borough requests this be made available for Council related activities. Where this involves parish and town council shelters, the spare space would be made available to the relevant parish or town council.

WBC cannot currently provide details of where suppliers may wish to operate or how much potential revenue would be involved. At this stage they are simply asking parish and town councils to express any interest they may have in being included in the tender process.

Jo Friend
Town Clerk
18th September 2023

Policy & Resources Committee Meeting – 27th September 2023

Agenda Item 13.2 WBC LITTER BIN PROPOSAL - PARISH & TOWN COUNCILS

Wokingham Borough Council has been conducting a consultation on its proposals for cost cutting measures in services including litter bins, grass cutting, road cleansing, bottle bank cleaning and so on. As the consultation took place over the summer holidays, town councillors have been encouraged to submit personal responses. ETC comments, as directed by the A & L Committee, have been submitted by the Town Clerk.

On 7th September 2023, the Town Clerk attended a meeting for clerks, called by Richard Bissett, Lead Specialist, Place Clienting, an event designed to provide town and parish councils with further information on the proposed cuts. All clerks present made it clear that they could only give personal opinions as none of their councils had had opportunity to discuss the proposals. Richard confirmed that we could submit council views by email to him for a period of time after the consultation was due to close.

Key points from the clerks' meeting with Richard Bissett:

- The litter bins identified for removal have been identified by Volker Highways' sub-contractor, ie the company actually emptying the bins. WBC officers have not been involved in the selection process.
- Bins have been chosen for a variety of reasons including access difficulty (example given was the lack of vehicle access directly to the litter bin meant contractors had to carry heavy, smelly bags to their vehicle); nuisance (bins in play areas for example cause a smell nuisance); lack of use; other litter bins in close proximity.
- Concern was expressed over the accuracy of WBC's asset map, the map used to identify its litter bins in the consultation. Some clerks pointed out that when they had checked the position of litter bins as identified on the map in their parish, they had discovered several that weren't even on the map and others that were on the map but no longer existed in reality. The clerks also commented that several weeks prior to the consultation being announced, they had been contacted by a company contracted to empty WBC bins, and asked to provide a list of locations of bins in their parish as the emailer didn't have one.
- Clerks asked when the assessment of litter bin use was carried out, ie was it during school holidays when use may not be typical, but no information on that has been provided by WBC.
- The Town Clerk pointed out that 24% of the bins nominated for removal were in Earley and questioned why that was the case. Richard responded that Earley hadn't been targeted, it was just what the contractor was recommending.

Richard Bissett was asked if there was a plan to ask parish and town councils to pick up the tab for emptying the nominated WBC bins in their parishes as, although there had been no mention of this approach to date, parish and towns would like to have such information before they form an opinion on the entirety of the consultation. He conceded that there was such a plan and therefore much of the remainder of the meeting was spent questioning him on this.

Key points on WBC's plan to ask parish and towns to get involved:

- The request would be for each parish or town council to cover the cost of emptying the bins which have been nominated for removal.
- This would be achieved by local councils making the required financial contribution towards WBC's contract.

- The contract is resource based, 150 bins represent one man and one van. It would not be possible to retain say 10% of the nominated bins as that would not total one man and one van – it has to be 150 bins but the specifics of which bins are to be removed can be tweaked.
- The resource-based contract means that all parishes must agree to fund the total number of nominated bins in their parish for the scheme to work, it's all or nothing.
- The fairest way would be for parishes to pay for only the bins within their parish, ETC would therefore face the highest cost (approx. £16,800 pa).
- The clerks were given a total contract price for the 150 bins of £70k, this works out as £466 per bin per year.
- Richard was asked about the issue of double taxation, residents had already paid council tax for these services and could, in effect, be paying again through their parish council precept. He said this issue was due to be discussed by WBC.

The parish and town clerks later met to discuss the meeting they had had with WBC, the key points from this discussion are as follows:

- A general concern that WBC do not achieve good value for money with its contracts, therefore the cost burden on parish and towns could be excessive for the service provided.
- General feeling that WBC asset maps are not up to date therefore we're dealing with flawed data.
- Parish councils that have their own litter bin contracts with companies (because they do not have staff to carry out the role) pay far less per bin per year than WBC Their contracts are also not resource-based, ie the number of bins they have emptied do not have to equal one man and one van.
- Parish and town councils do not have a statutory duty to provide waste bins or remove waste. Concern that we would be taking over responsibility for such a statutory duty – could be the thin end of the wedge.
- The fact that parish and town councils have already set their budgets and precepts for 2023/24 and these costs were obviously not a part of that.

On 18th September Richard Bissett emailed to all clerks. This email stated that the total cost for maintaining the 150 bins and twice weekly collections is actually £80k (£533 per bin per year). He also mentioned that an option could be for us to use our own staffing resources to empty the nominated bins and that WBC would be looking for a two-year agreement with towns and parishes to be put in place.

With regards timescales, Richard provided the following:

- 26th October – report to go to Executive to seek agreement for all proposed changes to take place, including the removal of litter bins.
- November 2023 – envisaged that changes to the services will be made this month. This will be either the removal of the bins, agreement for the funding by towns and parishes of all 150 bins (£80k), or the emptying of the bins by the town and parishes existing resources (staff/contractors).
- WBC request that towns and parishes notify WBC of their support, or not, and the form any support would take, by 10th November 2023 at the latest.

Jo Friend
Town Clerk
18th September 2023

ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
5977	Air IT	Microsoft 365 July 23	£843.34
5978	Air IT	Managed IT Support July 23	£719.58
5979	Arnold Laver	MELNR Fish platform repair	£81.40
5980	Berkshire Trophy Centre Reading	Engraving Mayor and Former Mayor	£27.00
5981	Bowak Ltd	Centrefeed Towels and Disposable Gloves	£123.54
5982	Bracknell Pest Control	Wasp Nest removal Sibly-Collins Drive	£78.00
5983	Bracknell Pest Control	Wasp Nest removal MP	£60.00
5984	Creating Trechnical Solutions	Parks YK60UUJ Rear light assembly repair	£166.80
5985	GLS (Findel Education Ltd)	RH/RLCC/MPCC Heavy Duty Refuse sacks	£104.36
5986	Lister Wilder	SJP Air Filters and Spark plugs	£65.88
5987	Nationwide Fuels	Tractor Shed 999 Litres Red Diesel	£775.17
5988	PPL PRS	Annual Music Licence to 5/6/24 CP/MPCC/RLCC	£1,883.45
5989	Ricoh	RH Photocopier Q/end 30/9/23	£542.95
5990	Select Env. Services	CP Waste June 23	£57.67
5991	Select Env. Services	MPCC Waste June 23	£148.80
5992	Select Env. Services	RLCC Waste June 23	£42.46
5993	Select Env. Services	General Litter Waste June 23	£545.22
5994	Select Env. Services	RH Waste June 23	£13.34
5995	Tradepoint - B&Q	Maint Depot - Glue/Stone Cutter disks/Bolts/Staples etc	£94.70
5996	Tradepoint - B&Q	Cemetery Flowers/planting	£113.00
5997	Viking Raja Group	MPCC/RH Mops etc	£76.97
5998	Viking Raja Group	Credit for 3 mops above	-£50.36
5999	Viking Raja Group	RH Stamps/Drawing Pins, MPCC/RLCC/CP Mops	£80.37
6000	Viking Raja Group	Credit for overcharge above	-£5.94
6001	Wellers Law Group	Tfer of Land from Persimmon Homes re Sibly - Legal Fees	£2,572.20
6002	Wokingham Borough Council	CP Rent July 23	£293.50

Total: £9,453.40

Date Prepared: 26th July 2023

Prepared By: Ian Johnson

ORDERS FOR PAYMENT - BY DIRECT DEBIT

June 2023

Number	Supplier	Purchase Description	Amount
6003	Allstar Business Solutions	Fuel 5/5 YK60UUJ & 3/5 MX19WFV	£83.75
6004	Allstar Business Solutions	Fuel 12/5 MX19WFV	£82.28
6005	Allstar Business Solutions	Fuel 24/5 YK60UUJ	£82.02
6006	Allstar Business Solutions	Fuel 6/6 MX19WFV	£78.66
6007	BT	SJP CCTV Broadband to 31/8/23	£218.65
6008	Castle Water	Water RH Mar 22 - Apr 23 Adjustment to actual usage	£907.54
6009	Castle Water	Water RH May 23	£125.30
6010	Castle Water	Water CEM May 23	£44.49
6011	Castle Water	Water Allot Apr 23 adjustment to actual	-£130.43
6012	Castle Water	Water Allot May 23	£223.58
6013	Castle Water	Water IC June 23 Fixed DD	£108.50
6014	Culligan	SJP Water Cooler May 23	£44.79
6015	Culligan	RH Water Cooler May 23	£218.03
6016	Elavon	Credit Card terminal rental June 23	£22.80
6017	Focus Group	RH Telephone line rental June 23 & calls Apr 23	£173.39
6018	James Hallam	Credit for Silverdale leaving Insurance	-£911.24
6019	O2	Mobile phones May 23	£202.49
6020	Regent Gas Ltd	RH Gas May 23	£17.78
6021	Regent Gas Ltd	RLCC Gas May 23	£119.67
6022	Regent Gas Ltd	SJP Gas May 23	£127.47
6023	Regent Gas Ltd	MPCC Gas May 23	£382.58
6024	SSE	Electricity RLCC 7/3-31/3/23	£546.25
6025	SSE	Electricity RLCC 1/4-18/5/23	£1,698.57
6026	SSE	Elect. Street Lighting May 23 Dawn to Dusk	£601.48
6027	SSE	Elect. Street Lighting May 23 Continuous	£49.85
6028	SSE	Elect. MPCC 2/2 - 1/5/23	£1,480.84
6029	SSE	Elect. Tractor shed 2/2- 3/5/23	£90.05
6030	SSE	Elect. IC 2/2 - 1/5/23	£730.83
6031	SSE	Elect. SJP 2/2 - 1/5/23	£1,067.74
6032	Virgin Media	RH Broadband June 23	£31.80
6033	Wokingham Borough Council	RH Rates June 23	£1,572.00
6034	Wokingham Borough Council	MPCC Rates June 23	£228.00
6035	Wokingham Borough Council	RLCC Rates June 23	£469.00
Total Direct Debits			£10,788.51

Date Prepared: 26th July 2023

Prepared by: Ian Johnson

ORDERS FOR PAYMENT - BY DIRECT DEBIT**July 2023**

Number	Supplier	Purchase Description	Amount
6036	AIG Life Ltd	Annual Group Life Assurance	£2,880.07
6037	Allstar Business Solutions	Fuel 28/6 YK60UTY, 30/6 EN65HDF	£95.91
6038	Allstar Business Solutions	Fuel 21/6 YK60UUJ + petrol	£144.97
6039	Allstar Business Solutions	Fuel 7/6 YS06BSO	£89.67
6040	BT	SJP CCTV phone to 31/8/23	£43.24
6041	Castle Water	Water RH June 23	£234.98
6042	Castle Water	Water RH Oct 22 - May 23 Adjustment to actual usage	£101.37
6043	Castle Water	Water CEM Jun 23	£57.39
6044	Castle Water	Water Allot June 23	£218.93
6045	Castle Water	Water IC July 23 Fixed DD	£108.50
6046	Culligan	RH Water Cooler June 23	£89.58
6047	Culligan	SJP Water Cooler June 23	£44.79
6048	Elavon	Credit Card terminal rental July 23	£22.80
6049	Focus Group	RH Telephone line rental July 23 & calls May 23	£177.12
6050	O2	Mobile phones June 23	£256.52
6051	Regent Gas Ltd	RLCC Gas June 23	£140.31
6052	Regent Gas Ltd	SJP Gas June 23	£101.52
6053	Regent Gas Ltd	MPCC Gas June 23	£258.87
6054	SSE	Elect. Street Lighting June 23 Dawn to Dusk	£641.26
6055	SSE	Elect. Street Lighting June 23 Continuous	£52.98
6056	Virgin Media	RH Broadband July 23	£31.80
6057	Wokingham Borough Council	RH Rates July 23	£1,572.00
6058	Wokingham Borough Council	MPCC Rates July 23	£228.00
6059	Wokingham Borough Council	RLCC Rates July 23	£469.00
Total Direct Debits			£8,061.58

Date Prepared: 3rd August 2023

Prepared by: Ian Johnson

ORDERS FOR PAYMENT - Voucher Payment Request

July 2023

Number	Supplier	Purchase Description	Amount
6060	Collins Nets	Dry Suit and Boots	£902.40
Total Voucher payment			£902.40

Date Prepared: 7th August 2023

Prepared by: Ian Johnson

July 2023 Barclaycard

ORDERS FOR PAYMENT - BY BARCLAYCARD

Number	Supplier	Purchase Description	Amount
6061	Zoom	Zoom July 23	£15.59
6062	Currys	Elizabeth Room Fridge	£134.99
6063	Fleet Line Markers	RH Yellow paint 10L	£128.74
6064	MonsterMulch	SJP Skatepark/Playground Mulch	£345.96
6065	VistaPrint	Green Fair Vinyl Banners	£69.48
6066	Hobbycraft	Green fair ETC stall Art/craft supplies	£39.10
6067	Tayna Ltd	Tractor Battery	£64.99

Total Barclaycard £798.85

Date Prepared: 8th August 2023

Prepared by: Ian Johnson

ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
6068	2468 Limited	RLCC Kitchen Boiler repair	£66.00
6069	A1 Locksmiths	Allot Padlock	£47.05
6070	ArmourArbor	Cam Survey Trees for Extension	£90.00
6071	Bowak Ltd	RH Toilet rolls/Bleach all centres	£41.28
6072	Bracknell Pest Control	SJP Removal of 2 Moles	£96.00
6073	Bracknell Pest Control	Allot Baits 28/7/23	£54.00
6074	Brewers Decorator Centres	MPCC Paint/Sand paper	£94.12
6075	Community Heartbeat	Defibrillator Seminar	£210.00
6076	Creating Trechnical Solutions	Maint YS06BSO Service and MOT	£376.56
6077	Lister Wilder	SJP Brushcutter	£692.40
6078	Lister Wilder	Hedgecutter Blades	£152.35
6079	Lister Wilder	Brakespring already invoiced above (see also credit below)	£3.13
6080	Lister Wilder	Brakespring credit (see above)	-£3.13
6081	Southern Maintenance Solutions UK Ltd	RH Loft Leak (Roof tank Isolation valve) Emergency repair	£194.68
6082	Tradepoint - B&Q	Green Fair Door bolt	£11.00
6083	Tradepoint - B&Q	RH Toilet Ballcock	£9.27
6084	Web Marketing Matters	Website support July 23	£216.00
6085	William Luck	Planning Services July 23	£311.92

Total: £2,662.63

Date Prepared: 8th August 2023

Prepared By: Ian Johnson

ORDERS FOR PAYMENT - BY DIRECT DEBIT Credit

April 2023

Number	Supplier	Purchase Description	Amount
6086	Castle Water	SJP Sept 21- Mar 22 Adjustment to actual	-£1,688.42
6087	Castle Water	SJP Apr 22 - Sept 22 Estimated	£606.67
6088	Castle Water	SJP Oct 22 - Mar 23 Adjustment to actual	£1,061.04
Total Direct Debits - credit received 6/4/23			-£20.71

Date Prepared: 8th August 2023

Prepared by: Ian Johnson

ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
6089	Bracknell Pest Control	Allot. Removal of Wasp Nest	£60.00
6090	The CDS Group	Cemetery Extension: General Site Layout Plan 50% of Fee	£1,260.00
6091	The CDS Group	Cemetery Extension: Topographical Survey & Proj. Manage. 50% Fee	£1,860.00
6092	Creating Trechnical Solutions	YS06BSO Repair - Replace Rear light Assembly	£75.60
6093	First Class Falconry	Green Fair - Birds of Prey Display	£600.00
6094	Alan Hadley Ltd	Cemetery Skip Hire	£288.00
6095	Steve Maros	Sibly Tree Inspection Redhatch Copse	£650.00
6096	Premier Office Supplies	Laminating Pouches	£36.12
6097	Select Env. Services	CP Waste July 23	£40.43
6098	Select Env. Services	MPCC Waste July 23	£188.41
6099	Select Env. Services	RLCC Waste July 23	£61.16
6100	Select Env. Services	General Litter Waste July 23	£500.91
6101	Select Env. Services	RH Paper/cardboard Waste July 23	£13.34
6102	Tradepoint - B&Q	MPCC Bolts/screws/washers	£33.37
6103	Tradepoint - B&Q	MPCC Bolts/steel/washers	£26.83
6104	Woodley Town Council	Bulmershe 50% share of work done 8/8/23	£85.80

Total: £5,779.97

Date Prepared: 18th August 2023

Prepared By: Ian Johnson

ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
6105	Air IT Limited	Microsoft 365 August	£915.40
6106	Air IT Limited	Managed IT Support August	£758.71
6107	Bowak Ltd	Toilet rolls/Centrefeed all centres	£114.16
6108	Bowak Ltd	Credit for wrong sized toilet rolls	-£56.06
6109	Bowak Ltd	Toilet rolls see above credit	£55.82
6110	Bracknell Pest Control	Allot Baits 23/8/23	£54.00
6111	CDS Group Limited	Cemetery Extension Plans	£2,760.00
6112	Frasers Office Innovation	RH Paper	£299.28
6113	Frasers Office Innovation	RH Lever Arch files and dividers	£46.75
6114	Frasers Office Innovation	Credit for faulty Fridge returned	-£172.80
6115	GLS	Heavy Duty Refuse sacks/ Hand towels	£139.15
6116	James Hallam	Annual Insurances Commercial/Fleet/Personal Accident	£33,224.64
6117	Staysure Ltd	Tyre repair Ransome Mower	£54.00
6118	Surry Loams Ltd	SJP Cricket Pitch Dressing	£1,251.31
6119	Web Marketing Matters	Website support August 23	£216.00
6120	William Luck	Planning Services August 23	£467.70
6121	Wokingham Borough Council	CP Rental charge August 23	£293.50

Total: £40,421.56

Date Prepared: 7th September 2023

Prepared By: Ian Johnson

IMPREST ACCOUNT - Reimbursement Vouchers 846 -863

Vouchers between 17th July and 11th September 2023

Number	Details	Amount
846	Damage Deposit Refund SJ	£50.00
847	Damage Deposit Refund Hindu Soc	£100.00
848	Damage Deposit Refund TO	£50.00
849	Damage Deposit Refund SR	£50.00
850	Charity Fishing Match Trophys	£56.00
851	Salaries P5 August	£32,841.04
852	Prudential AVC's P5 August	£200.00
853	LGPS Pensions P5 August	£13,689.41
854	HMRC PAYE/NI P5 August	£11,038.65
855	Damage Deposit Refund MP	£50.00
856	Damage Deposit Refund TJ	£50.00
857	Cancelled Booking Refund Berkshire Keep Fit	£118.75
858	Damage Deposit Refund CT	£50.00
859	HMRC PAYE/NI P6 September	£11,224.17
860	LGPS Pensions P6 September	£13,921.36
861	Prudential AVC's P6 September	£200.00
862	Salaries P6 September	£33,339.88
863	Damage Deposit Refund RH	£50.00
	Total Payments	<u>£117,079.26</u>

IMPREST ACCOUNT

ORDERS FOR PAYMENT - BY DIRECT DEBIT

May-June

Number	Supplier	Purchase Description	Amount
	May and June 23		
74	SGW Payroll	Year end 22/23	£51.12
75	SGW Payroll	April Payroll	£64.56
76	SGW Payroll	May Payroll	£66.48
Total Direct Debits			£182.16

Date Prepared: 27/07/23
Prepared by: Ian Johnson