

**Policy & Resources Committee Meeting – 18<sup>th</sup> June 2025**

**Agenda Item 7 – FINANCE UPDATE**

- Period Covered – 1<sup>st</sup> April – 10<sup>th</sup> June 2025
- RBS Income & Expenditure report also provided to the Committee
- Budget codes are included in the report below

This finance report covers only the first two months of the financial year and is therefore fairly brief.

Points that may be of particular interest to councillors have been highlighted below:

**INCOME**

Income from **hall hire** remains strong, with income from all 3 community centres being on target.

**Cemetery income** (100/1010), whilst being the most unpredictable income stream, it is steady and on budget.

**Sports Pitch** income from **Sol Joel Park** (220/1040) is on budget. This can be significantly affected by the weather, periods of heavy rain can mean that matches are cancelled because pitches are unplayable so we will have to wait and see how the 2025 cricket season fares.

The sale of **fishing permits** for MELNR (200/1090) has only just begun. Interest appears to be high and we are optimistic that income will match our expectations.

**Help Shop** (300/1000) – WBC agreed to honour payment of the £14,000 grant to ETC for services delivered in 2024/25 however they stated they would be reviewing the future of the SLA that was previously in place. To date, we have received no further information on this.

**CIL** (370/1150) – £5,956 was received in April 2025. The next date for receipts is October. We do not budget in advance for CIL income as there are too many factors affecting how much will actually be paid by developers and when.

**EXPENDITURE**

**CIL** (370/5080) – So far this financial year, the only CIL expenditure has been £1,293 to WBC as the Town Council's contribution towards local bus services. This was the final instalment of a 3 year agreement. ETC's current CIL balance is £46,403, £17,959 of which needs to be spent or allocated by October 2025.

**Meadow Park** (230) – We have topped up the bark safety surfacing, replaced a broken piece of equipment with a Hip Hop Hub, and installed a new saw.

**Civic Costs** (330/4160) – The new inscriptions on the Mayors' board and the Service to Earley board have been commissioned, as has the official Mayoral photograph. This expenditure is yet to be invoiced so does not appear in the current expenditure report.

**Bus Shelters** (410/5005) – Two bus shelters have been replaced in Church Road at a cost of £12,208. We also received £5,493 from our insurance company in relation to the previous bus shelter we had replaced in Church Road which was subsequently wrecked by a vehicle.

**Policy & Resources Committee Meeting – 18<sup>th</sup> June 2025**

**Agenda Item 8 – EAR MARKED RESERVES**

The Policy & Resources Committee are to review ETC's ear marked reserves and make recommendations to Full Council on any changes they deem necessary.

This will be an ongoing process as there are too many individual EMRs to properly review in one meeting.

The Chair of Policy & Resources has asked that the first EMR to be reviewed be the Sol Joel Park Pavilion fund. All committee members have been invited to attend a site visit at Sol Joel Park on either 4<sup>th</sup> June or 11<sup>th</sup> June to familiarise themselves with the facility prior to discussions taking place.

Following discussions on the Sol Joel Park Pavilion EMR, Members to select any other EMRs they would like to review at today's meeting, time permitting.

Members also to consider the introduction of a Dilapidations fund to cover remedial works to buildings that ETC has responsibility for.

<b>Sol Joel Park Pavilion</b>	<b>£184,500</b>
<p>Historic fund, set up to finance expansion of pavilion into upper floor Ground floor of pavilion consists of changing/shower rooms, toilets, small kitchen, small groundsman's office Original intended purpose of upper floor expansion unclear; there has been mention of offices or community space</p> <p><u>Points to note:</u> Limits to available parking - already well used - no on-street parking possible - Fields in Trust agreement poses challenge for expanding parking area Existing community space provision next door at church</p>	
<b>Sol Joel Park – Improvements</b>	<b>£16,680</b>
<p>EMR set up to fund installation of artificial cricket wicket(s) Discussions with the league have been had over how and when to introduce these – ongoing</p>	
<b>Meadow Park Playground</b>	<b>£114,365</b>
<p>Purpose – to refurbish/replace play area and equipment at Meadow Park. EMR has been added to incrementally. Currently 3 distinct areas at MP – younger children's playground, older children's playground, and outdoor exercise equipment All areas and equipment dated, a few individual pieces of equipment have already gone end of life and have been replaced Cost of replacing all equipment and surfacing will be substantial, well in excess of current EMR balance</p>	

<b>Youth Projects</b>	<b>£25,589</b>
<p>Purpose – to fund ETC’s youth service provision</p> <p>Guide cost of providing a weekly, term time youth club for 1.5 hours, one night a week is £10,000 per annum.</p> <p>Cost of providing activities during school holidays is additional, a guide cost for simple, outdoor drop-in session is £250 per 2 hours</p> <p>An update on ETC’s youth service provision is covered in agenda item 12 of this meeting</p>	
<b>Sibly</b>	<b>£399,791 Ring-fenced</b>
<p>S106 funds from transfer of site to ETC from developer</p> <p>ETC required to maintain all public outside spaces including play area, grassed areas, planting (trees &amp; shrubs), stream, conservation corridor, surface water drainage features, footpaths, fencing, Redhatch Copse (ancient woodland)</p> <p>In 2025/26 Council agreed that £10,000 be transferred to the staffing budget to assist with the funding of the grounds team</p> <p>Some of the funds have been invested, earning interest (2023/24 £13,295; 2024/25 £19,714) to top up the EMR</p>	
<b>Elections</b>	<b>£17,078</b>
<p>A sum is added to this EMR each year to provide for the cost of the town council elections every 4 years. Election cost in 2023 was £26,672.</p> <p>Charges for any by-elections taking place within the 4 year cycle would also come from this reserve (cost unknown)</p>	
<b>Vehicles</b>	<b>£100,000</b>
<p>Purpose – to fund new or replacement vehicles when required (ie if end of life; uneconomical to repair; different type of vehicle required; transition to electric fleet)</p> <p>Current vehicles covered by this fund:</p> <ul style="list-style-type: none"> <li>• Ford Connect (van) 2015</li> <li>• Ford Ranger 2010</li> <li>• Ford Ranger 2010</li> <li>• Ford Tipper 2006</li> <li>• Ford Transit (van) 2019</li> </ul> <p>The low mileage and short distances covered by our works vehicles do mean that they tend to last longer than average. Officers recommend that priority be given to replacing the Ford Connect.</p> <p>Council has added to this EMR each year, except in 2025/26</p>	



<b>Bus shelters</b>	<b>£26,350</b>
<p>Purpose – to replace old, damaged or sub-standard bus shelters</p> <p>ETC has 54 bus shelters. 6 have been replaced so far at an average cost of £6,000 per shelter</p>	
<b>Phone Box Project</b>	<b>£2,600</b>
<p>Purpose – to fund refurbishment and repurposing of 2 adopted red telephone boxes</p> <p>Refurbishment and installation of a defibrillator in the phone box at Wychwood Crescent has been completed</p> <p>Refurbishment of phone box in Silverdale Road ongoing. Collaborating with University of Reading to repurpose into an arts and local history installation</p>	
<b>Radstock House Flat Roof Fund</b>	<b>£10,000</b>
<p>Purpose – to repair/replace felted flat roof when required. It is estimated that this may need to be replaced in a couple of years' time.</p>	
<b>Maiden Place Community Centre – Doors &amp; Windows</b>	<b>£8,705</b>
<p>Purpose – originally created to fund replacement doors or windows when required.</p> <p><i>Could this EMR be incorporated into a dilapidations fund?</i></p>	
<b>Radstock Lane Community Centre – Improvements</b>	<b>£11,095</b>
<p>Purpose – originally created to fund replacement heating system (hall currently has old gas boiler) or replace doors and windows when required</p> <p><i>Could this EMR be incorporated into a dilapidations fund or Net Zero Fund?</i></p>	
<b>Net Zero Project</b>	<b>£338,945</b>
<p>Purpose – to fund work and initiatives supporting ETC's plans to improve energy efficiency and reduce its carbon footprint</p> <p>Expenditure so far has been on small projects such as upgrading lighting to LED, replacing tools with battery operated versions, fitting thermal curtains and the installation of solar panels at Radstock House.</p> <p>Larger projects to include replacing heating system and improving energy efficiency, possibly including installation of solar panels, at MPCC (research on this already underway; CCB survey; EIE survey)</p> <p>In the future, the heating systems at RLCC and Radstock House would also be replaced/modernised</p>	

<b>IT Upgrade</b>	<b>£16,600</b>
Purpose – to fund software and hardware replacements or upgrades as and when required	
<b>Website Upgrade</b>	<b>£10,000</b>
Purpose – to fund upgrading/replacement of ETC website	
<b>Environmental Projects</b>	<b>£20,028</b>
Purpose – to fund environmental/biodiversity improvements across all ETC's assets Projects so far have included desilting of silt entrapment pond at lake (£10k), owl boxes, bat boxes, hibernaculum, planting	

#### OTHER EAR MARKED RESERVES

<b>CIL</b>	<b>£46,403</b> <b>Ring-fenced</b>
To fund works in accordance with CIL regulations	
<b>Repair Café Reserves</b>	<b>£1,032</b>
Reflects income and expenditure of the Earley Repair Café Funds to be transferred to volunteer management committee when they take over responsibility for this facility	
<b>Cemetery Extension</b>	<b>£374,169</b>
To fund feasibility work, planning application and associated works, plus implementation of extension works (scale to be agreed)  The Cemetery Working Group hope to be in a position to report and make recommendation to full council in July	

Jo Friend  
Town Clerk

**Policy & Resources Committee Meeting – 18<sup>th</sup> June 2025**

**Agenda Item 9.1 – TOWN COUNCIL GRANTS – TRANCHE 1 – May 2025**

To consider the following grant applications for the financial year 2025/2026: -

<b>Organisation</b>	<b>Berkshire Vision</b>
Amount requested	£1,500
Reason for request	To support at home services for visually impaired vulnerable people who are less able to travel.
No. of Earley Residents	47
Comments	2024/2025 – No grant awarded due to level of reserves.

<b>Organisation</b>	<b>Keep Mobile</b>
Amount requested	£3,000
Reason for request	To support costs of providing a community transport service which has seen an increase in service demand. A shortfall in funding last year resulted in 250 trip requests being refused.
No. of Earley Residents	398 Earley members (1,200 individual trips for Earley residents)
Comments	2024/2025 Award = £1,000

<b>Organisation</b>	<b>Link Visiting Scheme</b>
Amount requested	£2,000
Reason for request	To continue to support the demand for service and ongoing management of volunteers
No. of Earley Residents	126
Comments	2024/2025 Award = £1,500

<b>Organisation</b>	<b>Zoom Crochet &amp; Knit Group</b>
Amount requested	£1,500
Reason for request	To pay for accommodation for group to meet (£15 per hour/2hr sessions) for 50 weeks at the Crescent Centre.
No. of Earley Residents	15
Comments	1 <sup>st</sup> application - a friendship group formed after the pandemic to prevent isolation and help mental health. The group do not charge for membership and rely on donations/grants. Members provide their own equipment/yarn for activities. Items made are donated to Buscot Ward (neonatal unit at RBH).

<b>Organisation</b>	<b>Re-Inspired School Work Project (Churches Together)</b>
Amount requested	£1,200
Reason for request	To provide teaching materials free of charge for 10 sessions per school for schools in Earley (Average cost £10 per session)
No. of Earley Residents	Exact figures not provided
Comments	1 <sup>st</sup> application – A Christian charity which supports schools in delivering Religious Education in a creative and engaging way. Sessions are held at Hawkedon, Loddon, Hillside, Radstock, Aldryngton, Earley St Peter's Schools and Maiden Erlegh School. Whilst teaching is from a Christian perspective, a child's experience and knowledge (from other faiths or no faith) will be drawn on to share ideas and compare/contrast the similarities and differences between them.

<b>Organisation</b>	<b>Aldryngton School PTA</b>
Amount requested	£5,000
Reason for request	To help towards stage 2 of upgrading the school's swimming pool which includes mosaic tile repairs, new pipework, repaving around the pool, installation of shed and storage.
No. of Earley Residents	315 pupils
Comments	1 <sup>st</sup> application Estimated cost of works £35,348 £4,000 raised towards works so far

<b>Organisation</b>	<b>Friends of Radstock (School)</b>
Amount requested	£5,000
Reason for request	To regenerate and expand an environmental educational area on the school site which has fallen into disrepair which consists of raised planting beds, woodland walkways, bug hotels and information boards.
No. of Earley Residents	350 pupils
Comments	1 <sup>st</sup> application Estimated cost of works £6,250

Emma Carroll  
Deputy Town Clerk

**NOTE:**

**ETC's budget for Grants 2025/26 = £40,000**

Total request for Tranche 1 = £19,200

Full application details will be provided to the Committee.

Members to **RESOLVE** as appropriate.



**EARLEY TOWN COUNCIL**  
**HEALTH AND SAFETY POLICY**

**Statement of intent:**

The Council policy is to comply with all relevant statutory safety requirements and to maintain high standards to protect the health and safety of all employees while at work, this includes members of the public and contractors who may be affected by the work so far as is reasonably practicable.

Employees and volunteers are reminded that they have a duty to take reasonable steps for their own health and safety, and other people who may be affected, and co-operate with arrangements in all manners relating to health and safety.

**Responsibilities for health and safety:**

The Town Clerk- Is the designated person with overall responsibility for health and safety within the Council.

The Town Councillors- Are responsible for ensuring that health and safety is managed within the Council.

The Operations Manager- Will assume the day-to-day responsibility for ensuring the implementation of the health and safety policy.

Town Council Officers- Will carry out all health and safety procedures as required and consult with the Operations Manager in regard to future work related safety.

**Arrangements for health and safety:**

The health and safety arrangements apply to the tasks and work activities carried out in all areas that are the direct responsibility of the town council officers, full details of these arrangements will be provided to all staff in a health and safety manual as well as guidance notes and training sessions for all staff.

The actions and restrictions outlined in these documents are informed by best practice, government guidance and by risk assessments that have been carried out and should be complied with at all times. They will be reviewed and updated as and when required.



**Policy & Resources Committee Meeting – 18<sup>th</sup> June 2025**

**Agenda Item 11 – WOKINGHAM BOROUGH COUNCIL - SPORTS FACILITIES**

The Earley Town Council Chair and Leader, along with the Town Clerk, accepted an invitation to meet with representatives from Wokingham Borough Council for a general discussion about sports facilities in Earley. The meeting took place on 28<sup>th</sup> May in the ETC Council Chamber. Andy Glencross (WBC), Glenn Goudie (WBC) and Cllr Mark Ashwell attended on behalf of WBC.

**Laurel Park**

The WBC attendees confirmed they now understand that it is not in Earley Town Council's gift to resolve the long-running parking problems caused by the football matches held at Laurel Park. They accept that ETC have rights to only a very small area of parking at Maiden Place, ie those spaces linked to the community centre hire and shared with the social club – the rest of the parking belongs to other companies or organisations – and understand that parking in this area is for hirers of the community centre, of which many are regular bookings.

The WBC representatives accepted that it is for WBC and Laurel Park FC to find and agree on a long-term solution to address the complaints of residents. The Council Chair and its Leader confirmed that ETC would support this in any way it could. WBC acknowledged that ETC has, in the past been used as a scapegoat in this matter, they pledged that this would not be repeated and it would be made clear to all parties that ETC does not have the power to solve the parking issues, that lies with WBC and LPFC.

**3G Pitch in Earley**

WBC's playing pitch strategy has identified a need for a 3G pitch in Earley. Residents have previously not supported the development of such a facility at Maiden Erlegh School or at Laurel Park so WBC has been looking for other possible venues. WBC had identified Sol Joel Park as being, in their opinion, a good location for a 3G pitch and asked us if ETC would consider this as an option.

We explained that SJP is a Fields in Trust site, this requires ETC to continue the provision of accessible sports facilities and open space. Under the FiT rules, permission would need to be sought from FiT for the installation of a bookable, fenced-in 3G pitch at SJP. If permission were to be granted, a condition of that permission would be that an equivalent open green space would need to be provided by way of compensation. WBC were not aware of the status of Sol Joel Park and acknowledged that it would not be possible for them to provide such replacement land. They informed us that Sol Joel Park would be removed from the list of possible venues in future 3G discussions.

Jo Friend  
Town Clerk

**Policy & Resources Committee Meeting – 18<sup>th</sup> June 2025**

**Agenda Item 12 – YOUTH SERVICES - UPDATE**

**1. Berkshire Youth**

The weekly, term time youth club at Centrepont Community Centre for children aged 8 -11 continues to be well attended. Work is ongoing on agreeing an appropriate SLA between ETC and Berkshire Youth, the working group is due to review the draft SLA in the near future.

The Town Council recognises that there is a need for more youth service provision, including an extended youth club provision, details of obstacles and possible solutions are included in point 3 of this report.

**2. Holiday Activities**

Reading FC Community Trust will be running its annual fishing programme for youngsters at Maiden Erlegh Nature Reserve in August. This project is always popular and, as has been the case in previous years, ETC is providing RFCCT with one of our staff (a groundsman/water bailiff) to assist with each session.

Outdoor activities – ETC has commissioned Berkshire Youth to provide 4 park-based sessions in August. They will take place between 2pm and 4pm, two sessions at Sol Joel Park (5<sup>th</sup> & 19<sup>th</sup> August) and two sessions at Chalfont Park (12<sup>th</sup> & 26<sup>th</sup> August) and will be free to attend. Activities will include arts & crafts, sports and zorb football. The cost to ETC of the four sessions will be £1,400.

**Members of the Policy & Resources Committee are asked to consider the use of CIL monies to fund the four Berkshire Youth park-based sessions. ETC's current CIL balance is £46,403, £17,959 of which needs to be spent or allocated by October 2025.**

*Members to discuss and make recommendation to Full Council. Members to **RESOLVE** accordingly.*

**3. Longer term plans**

One of the main obstacles to expanding ETC's youth services provision is a general lack of qualified youth workers and the scarcity of organisations able to offer such a service to town and parish councils. Many youth workers left the profession during the pandemic and have not returned nor been replaced. Although we are working with Berkshire Youth, they do not employ enough youth workers to meet demand across the county.

The Town Clerk has raised this issue with Berkshire Youth and with various officers at Wokingham Borough Council, highlighting the fact that it has conducted a youth survey but there is a shortage of youth workers to deliver any measures that may arise from that survey work. The Town Clerk has suggested WBC consider recruiting and training new youth workers and, using a bank system, allow town and parish councils to buy their services for their own communities. Perhaps CIL monies could be used to purchase such services? WBC has invited the Town Clerk to join its task & finish group to explore the idea further. Members will be updated on any progress made.

Jo Friend  
Town Clerk

**SUMMER**

**YOUTH**

**ACTIVITIES**

**WHEN AND WHERE?**

**5<sup>th</sup> & 19<sup>th</sup>  
AUGUST**

**SOL JOEL PARK  
2PM - 4PM**

**12<sup>th</sup> & 26<sup>th</sup>  
AUGUST**

**CHALFONT PARK  
2PM - 4PM**



**Sports**



**Arts & Crafts**



**Zorb Football**

**MORE INFO**

**Suitable for ages 8+. Book your free place using the link below**

**Delivered by Berkshire Youth in partnership with Earley Town Council**



[www.earley-tc.gov.uk](http://www.earley-tc.gov.uk)



[administration@earley-tc.gov.uk](mailto:administration@earley-tc.gov.uk)



0118 986 8995

## ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
7748	A1 Locksmiths Berkshire Ltd	2 Keys Fuel Cabinet & Gate MELNR	£13.00
7749	Alan Hadley Ltd	6 Yard Skip CEM	£318.00
7750	Arco Limited	Centrefeed Dispenser RH	£59.99
7751	ArmourArbor	Top Poplar - Instow Rd & Fell Dead Oak over Lake	£900.00
7752	ArmourArbor	MELNR Tree work incl Felling of 4 Ash	£600.00
7753	Bowak	Caretaking supplies RH, MPCC, RLCC, CP	£130.06
7754	GemTec Security Systems Ltd	Intruder Alarm Service & Maintenance 12 month Contract RH	£156.00
7755	IT QED Ltd	IT Microsoft 365 Buisness & Exchange Online April 25	£360.36
7756	IT QED Ltd	IT Support Contract April 25	£450.00
7757	IT QED Ltd	IT Azure Subscription March 25	£107.50
7758	IT QED Ltd	IT Professional PC Monitoring March 25	£54.00
7759	IT QED Ltd	SJP CCTV April 25	£15.60
7760	Online Playgrounds	Play Equipment Maintenance SJP & Meadow Park	£1,308.12
7761	Premier Office Supplies	Office Stationery RH	£80.77
7762	Travis Perkins	Postcrete, Stapler and Staples for Noticeboards	£207.83
7763	Trade Point - B&Q	Concrete & Tape Measure SJP	£34.70
7764	Rialtas Business Solutions Ltd	Accounting Software Omega Annual Support & Maintenance	£1,270.80
7765	Rialtas Business Solutions Ltd	Bookings Software Annual Support & Maintenance	£566.40
7766	Rialtas Business Solutions Ltd	Accounting Software VAT Digital Annual Submission	£139.20
7767	Select Environmental Services	MPCC Waste Collection March 25	£176.94
7768	Select Environmental Services	RLCC Waste Collection March 25	£43.93
7769	Select Environmental Services	General Litter Waste Collection March 25	£514.75
7770	Select Environmental Services	RH Waste Collection March 25	£30.60
7771	Select Environmental Services	CP Waste Collection March 25	£41.65
7772	Wokingham Borough Council	CP Rent April 25	£293.50

**Total: £7,873.70**

Date Prepared: 28/04/2025

Prepared By: Michaela Orme

## ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
7772a	Anglia Sign Casting	Bronze Plaque Cemetery April 25	£104.30
7773	Frasers Office Supplies Limited	Supply & Fitting of Curtains RLCC April 25	£5,148.00
7774	Greenbarnes Ltd	Noticeboards & Pinboard Sheets April 25	£14,993.72
7775	Lister Wilder	Replacement Blade for Lawnmower April 25	£43.81
7776	Meadowmania	Wildflower Seed Mix MELNR April 25	£266.48
7777	Proludic Ltd	Parts for Park Play Equipment SJP April 25	£154.46
7778	Proludic Ltd	Replacement Part for Hip Hop Hub Meadow Park April 25	£3,037.96
7779	The Community Heartbeat Trust	Replacement Defibrillator Pads Wychwood Crescent	£76.74
7780	SLCC Enterprises	Transfer of Assets 11/06/25 Jo Friend Training Course	£36.00
7781	Southern Maintenance Solutions UK Ltd	Emergency Repair Leak SJP 23/04/25	£696.37
7782	Travis Perkins	Ballast Bulk Bag CEM April 25	£74.90
7783	Travis Perkins	Ballast Bulk Bag CEM April 25	£74.90
7784	Travis Perkins	Ballast Bulk Bag & Cement CEM April 25	£290.54
7785	Web Marketing Matters	Website Support & Maintenance April 25	£216.00
7786	Woodley Town Council	Charge for Halfshare Bulmershe 04/03/25 28/04/25	£171.60

**Total: £25,385.78**

Date Prepared: 08/05/2025

Prepared By: Michaela Orme



April 2025 Barclaycard

**ORDERS FOR PAYMENT - BY BARCLAYCARD**

Number	Supplier	Purchase Description	Amount
7787	ManoMano	Mountfield LawnMower	£349.00
7788	ASDA	Items for Mayors Charity Event	£17.78
7789	Zoom	Apr 25 Subscription	£15.59
7790	ASDA	Credit for faulty Ironing Board re Repair Café	-£12.00
7791	AB Walker	Funeral Flowers Re Councillor N Jorgenson	£55.00
7792	Adobe	Subscription M/e 10/5/25	£11.29
7793	Royal Mail	Stamps	£443.50
Total Barclaycard			<b>£880.16</b>

Date Prepared: 19/5/2025

Prepared by: Ian Johnson

**ORDERS FOR PAYMENT - BY DIRECT DEBIT Late March 2025**

Number	Supplier	Purchase Description	Amount
7794	SSE Energy Solutions	Street Lighting Elec Feb 25	£533.71
7795	Virgin Media	Broadband RH 7/03 - 6/04	£24.60
Total Direct Debits			£558.31

Date Prepared: 21st May 2025  
Prepared by: Ian Johnson

**ORDERS FOR PAYMENT - BY DIRECT DEBIT April 2025**

Number	Supplier	Purchase Description	Amount
7796	Allstar	Vehicle Fuel EN65 HDF 11/03/25	£29.45
7797	Allstar	Vehicle Fuel YK60 UJJ 17/03/25	£66.52
7798	Allstar	Vehicle Fuel YK60UJJ 07/04 YS06BSO 03/04	£163.76
7799	Castle Water	RH Water March 25	£182.43
7800	Castle Water	RH Water Jan 25 Adjustment Credit	-£3.21
7801	Castle Water	SJP Water March 25	£105.50
7802	Castle Water	SJP Water Feb 25 Adjustment Credit	-£25.29
7803	Castle Water	MPCC Water March 25	£115.00
7804	Castle Water	IC Water March 25	£49.45
7805	Castle Water	IC Water Feb 25 Adjustment Credit	-£0.19
7806	Castle Water	RLCC Water March 25	£34.71
7807	Castle Water	CEM Water March 25	£13.56
7808	Crown Gas & Power	SJP Gas March 25	£195.43
7809	Crown Gas & Power	RH Gas March 25	£255.16
7810	Crown Gas & Power	RLCC Gas March 25	£790.20
7811	Crown Gas & Power	MPCC Gas March 25	£1,093.33
7812	Culligan UK Limited	Water Cooler Rental RH Mar 25	£110.86
7813	Culligan UK Limited	Water Cooler Rental SJP Mar 25	£55.43
7814	Elavon (Opayo)	Credit Card Terminal rental Apr 25	£22.80
7815	Focus	RH Telephones Rental Apr 25 + Calls Feb 25	£208.93
7816	O2	Mobiles Rental 14/03/25 - 13/04/25	£253.46
7817	SSE Energy Solutions	Street Lighting Elec March 25	£590.93
7818	Virgin Media	Broadband RH 7/04 - 6/05	£24.60
7819	Wokingham Borough Council	Maintenance Dept RH Rates April 25 (1 of 2)	£165.40
7820	Wokingham Borough Council	MPCC Rates April 25 (1 of 10)	£237.25
7821	Wokingham Borough Council	RLCC Rates April 25 (1 of 10)	£469.60
7822	Wokingham Borough Council	CEM Rates April 25 (1 of 2)	£1,222.10
7823	Wokingham Borough Council	RH Rates April 25 (1 of 10)	£1,570.50
7824	Yorkshire Gas & Power	RH Electricity March 25	£157.11

**Total Direct Debits    £8,154.78**

Date Prepared: 21st May 2025

Prepared by: Michaela Orme

## ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
7825	All Electrics	Supply and install replacement lighting RH May 25	£307.20
7826	Anglia Sign Casting	Grave Markers Cemetery May 25	£615.59
7827	Bowak	Cleaning and caretaking supplies various sites May 25	£278.92
7828	Bracknell Pest Control	Pest treatment Allotments May 25	£60.00
7829	Country Supplies	Topsoil and grass seed Cemetery May 25	£1,430.10
7830	Gem Secuirty Systems Ltd	Annual service of intruder alarm Tractor Shed May 25	£126.00
7831	GLS	Hand towels & disinfectant various sites May 25	£174.66
7832	IT QED Ltd	IT Microsoft 365 Buisness & Exchange Online May 25	£360.36
7833	IT QED Ltd	IT Professional PC Monitoring April 25	£54.00
7834	IT QED Ltd	IT Skykick Office 365 Backup April 25	£180.00
7835	IT QED Ltd	IT Azure Subscription April 25	£101.38
7836	IT QED Ltd	IT Support May 25	£450.00
7837	IT QED Ltd	CCTV SJP May 25	£15.60
7838	Proludic Ltd	See Saw play euipment Meadow Park May 25	£2,213.64
7839	Ricoh UK Ltd	RH Copier Rental 01/25 - 03/25	£443.51
7840	Staysure Tyre & Auto Centre	Puncture repair ransome mower May 25	£39.00
7841	Staysure Tyre & Auto Centre	Puncture repair YS06 BSO May 25	£123.60
7842	Trade Point - B&Q	Maintenance tools & materials for Various sites May 25	£221.64
7843	Trade Point -Screwfix	Maintenance tools & materials for MPCC & Noticeboards May 25	£117.32
7844	Trade Point - Screwfix	Push Button Lock RLCC May 25	£30.04
7845	Travis Perkins	Wheelbarrow SJP, tools & Equipment CEM May 25	£177.72
7846	Travis Perkins	Dried sand MELNR May 25	£57.31
7847	William Luck	Planning Professional Services April 25	£207.90

**Total: £7,785.49**

Date Prepared: 22/05/2025

Prepared By: Michaela Orme

**IMPREST ACCOUNT - Reimbursement Vouchers 1061 - 1072**

Vouchers between 11th April 2025 - 4th June 2025

Number	Details	Amount
1061	Damage Deposit Refund CC	£50.00
1062	Daisy's Dream Mayors Charity Event	£345.30
1063	Damage Deposit Refund RW	£50.00
1064	Damage Deposit Refund DP	£50.00
1065	Damage Deposit Refund GL	£50.00
1066	Refund of Hall Hire following water leak Abbott Laboratories	£54.50
1067	LGPS May Payroll	£13,937.26
1068	HMRC May Payroll	£12,849.25
1069	Salaries May	£32,906.99
1070	Damage Deposit Refund CA	£50.00
1071	MP Social Club Ceiling Repair	£108.00
1072	Damage Deposit Refund LC	£100.00
Total Payments		<u><u>£60,551.30</u></u>