

**Minutes of a meeting of the Strategy & Resources Committee held at the Oakwood Centre on Tuesday 25 November 2014 at 8.00 pm**

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**Present:** *Councillors K. Baker (Chairman); A. Chadwick; P. Challis; J. Cheng; C. Lawley; D. Mills; S. Outen; E. Rowland*

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

50. **APOLOGIES**

Apologies for absence were received from Councillor K. Haines.

51. **COMMITTEE MEMBERSHIP**

**RESOLVED:**

- ◆ To note that at the meeting of the Council held on 30 September 2014 Councillor Chadwick was appointed to the vacant place on the Strategy and Resources Committee.

52. **DECLARATIONS OF INTEREST**

Councillor Outen	Agenda item 10 Allotment rent review	Personal – Councillor Outen’s wife is an allotment tenant
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Councillor Outen did not participate in the discussion or the vote regarding the allotment rent review.

53. **MINUTES OF THE STRATEGY AND RESOURCES COMMITTEE MEETING HELD ON 16 SEPTEMBER 2014**

**Minute number 40: Civic Space and War Memorial**

Councillor Lawley noted that the Remembrance Day gathering at the war memorial on 11 November went very well and he thanked officers for the work they put in to organising the event. Councillor Lawley had also been pleased to see the Town Crier in attendance.

**RESOLVED:**

- ◆ That the minutes of the Strategy and Resources Committee meeting of 16 September 2014 be approved and signed by the Chairman as a correct record.

54. **APPOINTMENT OF VICE CHAIRMAN**

**RESOLVED:**

- ◆ To appoint Councillor Chadwick as Vice Chairman of the Strategy and Resources Committee following the resignation of Councillor Haines from this position.

55. **FINANCE**

a) **Budgetary Control**

In reply to a question the Town Clerk said she believed that the Corporate Management costs were higher than at the same time in the previous year due to changes in the rules governing pension provision, resulting in more staff joining the pension scheme and an increase in the rate at which employers’ contributions were to be paid, which

was higher than budgeted for. The Chairman asked the Town Clerk to confirm this, or otherwise, to the Committee members.

**RESOLVED:**

- ◆ To note Report No. SR 38/14.

b) **Payments**

**RESOLVED:**

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

	Current account	Imprest account
September 2014	£175,859.19	£58,195.10
October 2014	£112,674.43	£57,735.31

56. **SUB-COMMITTEES AND WORKING PARTIES**

a) **RESOLVED:**

- ◆ To note the resignation of Councillor Haines from the following:
  - Personnel Sub Committee
  - Public Toilets Working Party
  - Risk Management Working Party
  - Catering Partnership Management Panel

b) **RESOLVED:**

- ◆ To note the vacancies on the following working parties as a result of the disqualification of a Member of Council:
  - Standing Orders and Financial Regulations Working Party
  - Public Toilets Working Party

c) **RESOLVED:**

- ◆ To appoint Councillor Cheng to the Personnel Sub Committee.
- ◆ To appoint Councillor Cheng to the Risk Management Working Party.
- ◆ To appoint Councillor Rahmouni to the Catering Partnership Management Panel.
- ◆ To appoint Councillors Walker and Rahmouni to the Public Toilets Working Party.
- ◆ To appoint Councillor Franklin to the Standing Orders and Financial Regulations Working Party.

57. **INVESTMENTS WORKING PARTY**

The Town Clerk presented the report of the Investments Working Party meeting held on 12 November 2014 and informed Members that the projected increase in fund value for the period 1/4/2015 – 31/3/2016, which Rathbone Investment Management had provided after the meeting, was £29,803. Members noted that the value of the fund was currently ahead of the target line but that this could be affected by interest rate changes in the future.

**RESOLVED**

- ◆ To note Report SR 39/14.

58. **PUBLIC TOILETS WORKING PARTY**

Members noted that the working party had not met since the last meeting of the Strategy and Resources Committee. The Town Clerk reported that it was hoped a meeting of the working party could be arranged before Christmas following the appointment of Members to the vacant places on the working party. This would enable the appointed contractor to present the information that had been gathered on the potential sites.

The Chairman noted that the Committee was keen for the public toilet to be built as soon as possible and that all Members should work together to resolve any problems that might arise.

59. **CATERING PARTNERSHIP MANAGEMENT PANEL**

The Service Support Manager presented the report of the Catering Partnership Management Panel meeting held on 10 October 2014 and reported that the café continued to do well with business being particularly strong at the weekends. There was some concern that business bookings in the Oakwood Centre were not using the in-house catering for lunches and ways of addressing this issue were to be investigated.

There was some discussion regarding the use of the Oakwood Centre premises free of charge for the Festival of Business when organisations from the voluntary sector, which were also important, had to pay. Councillor Baker stated that the current administration was encouraging small businesses by not charging the Festival of Business for the use of the premises in order to support the growth of businesses in Woodley, which would in turn take on local employees.

**RESOLVED:**

- ◆ To note Report SR 40/14.

60. **SECTION 106 PROJECT LIST**

The Service Support Manager reported on the Section 106 project list and informed Members that since the last meeting of the Committee the Town Centre Management Initiative had submitted an application for improvements to the town centre.

At the last meeting Members had asked for proposals for reviewing the list on a regular basis and the Service Support Manager reported that each of the relevant standing committees would be asked to review the list, but that this had not yet been undertaken.

There was discussion about the improvement required to the surface of the entrance to Woodford Park from Western Avenue and whether this should remain on the list if the unknown ownership of the land meant that work could not be undertaken.

**RESOLVED:**

- ◆ To note that the Town Centre Management Initiative had submitted an application for Section 106 funds for improvements to the town centre.
- ◆ That Councillors Baker and Challis would meet to review and update the list.

61. **COMMUNITY GRANTS**

Members considered the six grant applications received as set out in Report No. SR 41/13 in line with the community grants criteria and:

**RESOLVED:**

- ◆ To award grants to the following:

2 <sup>nd</sup> Woodley Scout Group	£250	Towards the cost of purchasing additional camping equipment.
Reading Football Club Community Trust: Goals Football Centre, Woodley	£250	Towards the cost of providing Kickz football sessions free of charge to young people aged 11-19.
Woodley Festival of Music and Arts	£250	Towards the cost of providing the Festival of Music and Arts in 2015.
Cruse Bereavement Care Thames Valley Berkshire Area	£250	Towards the cost of providing counselling to bereaved children and adults.
Berkshire County Blind Society	£250	Towards the cost of providing transport and offering a range of events and activities to enhance the lives of the visually impaired.
Sue Ryder: The Duchess of Kent Hospice	£250	Towards the cost of providing palliative care at the hospice and in patients' homes.

**62. ALLOTMENT RENT REVIEW**

The Service Support Manager presented Report No. SR 42/14 and tabled a sheet to replace the incomplete table comparing charges made by other Councils. The report proposed that Members consider including a charge for water, an increase in the discount qualifying age in line with the state retirement age and a reduction in the discount, and an increase in allotment rents in line with the Retail Price Index.

Members discussed the recommendations made in the report and

**RESOLVED:**

- ◆ To note Report No. SR 42/14.
- ◆ To increase the allotment plot charges from January 2016 by 2.3% in line with the Retail Price Index figure as at September 2014.
- ◆ To adjust the discount rate from January 2016 from 50% to 40% in line with other services provided by the Council.
- ◆ To raise the discount qualifying age in line with the state retirement age, for those not currently in receipt of the discount.
- ◆ To introduce an annual charge of 40p per pole from January 2016 to offset a portion of the costs for water usage at the site.
- ◆ That the new charges and discount rates be applied to new tenants from January 2015.

63. **3G PITCH PROJECT**

The Town Clerk informed Members that some revisions were required to the planning application for the 3G pitch as a result of concerns expressed by residents at a public consultation meeting, and that the consultants had recommended an acoustic survey be carried out to ascertain whether acoustic boards would be necessary around part of the pitch. The acoustic survey and the attendance of the consultant at the public meeting were additional costs and a recommendation had therefore been made by the Leisure Services Committee meeting on 4 November 2014 that:

*The Strategy and Resources Committee allocate a further £2,550 from the special projects earmarked reserve to cover the anticipated survey and other costs associated with this stage of the 3G artificial grass pitch project.*

**RESOLVED:**

- ◆ To allocate a further £2,550 from the special projects earmarked reserve to cover the anticipated survey and other costs associated with this stage of the 3G artificial grass pitch project.

64. **TOWN CENTRE – NORTH END IMPROVEMENTS**

Members noted that Wokingham Borough Council had confirmed Section 106 funding of £60,000 for the project to improve the north end of the town centre, but that the funding might not be available until the next financial year. The condition imposed by Wokingham Borough Council that all liability for the project and all ongoing maintenance would be the responsibility of the Town Council was discussed and the Town Clerk agreed to clarify that maintenance of the paving would remain the responsibility of the Borough Council.

It was agreed that the next step was to get the proposals drawn up on a set of plans, which could then be put before the Committee for approval, and the method of funding the design was discussed. In order to move the project forward it was suggested that the TCMI should be asked to fund the design stage, but that the Town Council would reimburse this cost from the Section 106 funds if the project went ahead and consider funding any shortfall in project costs.

**RESOLVED:**

- ◆ To seek quotes for the design and project management of the project to improve the north end of the town centre.

65. **COUNCIL MEETING DATES 2015/16**

The proposed schedule of meetings for 2015/16 had been circulated with the agenda. The Town Clerk asked Members whether the possibility of holding the Plans Committee on Monday evenings instead of Tuesday evenings could be considered, as this would give more flexibility to the scheduling of the other committee meetings and help to ease the scheduling problems at certain times of the year. It was agreed that officers prepare a schedule accordingly for consideration by Council.

**RECOMMENDED:**

- ◆ That the schedule of meetings for the 2015/16 municipal year, as attached at **Appendix C**, be approved.

66. **WOKINGHAM BOROUGH COUNCIL – SHAPING OUR NEW COMMUNITIES**

**RESOLVED:**

- ◆ To note that the response to the consultation on Shaping Our New Communities indicated reassurance that the purpose of the Shaping Our New Communities work was to influence the development of strong vibrant communities in all areas of the borough and not just the Strategic Development Locations

67. **WOKINGHAM BOROUGH/PARISH WORKING GROUP**

**RESOLVED:**

- ◆ To note the report of the Borough/Parish Working Group held on 23 October 2014.

68. It was proposed by the Chairman and

**RESOLVED:**

- ◆ That as the business was unlikely to be completed by 10pm the meeting continue to 10:30pm.

69. **NALC CONFERENCE**

Members noted that the NALC Larger Councils Conference – “Future Local” – would be held on 3 December 2014. No Committee member was able to attend.

70. **URGENCY COMMITTEE**

**RESOLVED:**

To note the minutes of the Urgency Committee held on 31 October 2014, Report No. SR 43/14

71. **BULMERSHE LEISURE CENTRE**

The Town Clerk presented Report No. SR 44/14 and informed Members that the Town Council, Wokingham Borough Council and 1Life had agreed to hold quarterly meetings to discuss sports provision in Woodley.

Some Members expressed concern about the ongoing liability that the Town Council would have to the pension fund in respect of staff that have transferred to 1Life in the event of the insolvency, winding up or liquidation of 1Life. The Town Clerk explained that the Council had been assured by the Pension Fund that the Council’s risk was low, that a bond held by the fund would be kept under review and that, in effect, any sums due in this event would be pooled across the whole fund.

In reply to a question the Town Clerk informed Members that the Deeds of Surrender of the leases for Bulmershe Leisure Centre and the Bulmershe bungalow had been prepared by the Council’s solicitor and were available for Councillors to view.

It was noted that the early termination of the energy management system contract at the centre was the most significant cost in terms of contract transfers/terminations at £1,500.

**RESOLVED:**

- ◆ To approve the final terms for the Deeds of Surrender of the leases with Wokingham Borough Council for Bulmershe Leisure Centre and the Bulmershe bungalow with effect from 1 December 2014.
- ◆ To give approval for the signing of the Admissions Agreement in respect of the pension arrangements for staff being transferred to a new employer.

72. **OPTALIS**

The Town Clerk presented Report No. SR 45/14 informing Members of the proposed terms of the lease agreement with Optalis for the use of the offices at Woodford Park Leisure Centre, which were formerly used by the Berkshire Lawn Tennis Association.

There was some discussion about the terms of the lease and it was proposed by Councillor Rowland and seconded by Councillor Challis that the rent for the office space should be increased by the Retail Price Index each year rather than by the fixed amounts set out in the proposed terms.

This motion was put to the note and was lost.

Following further discussion the Town Clerk agreed to determine the square footage of the offices and investigate the commercial rent that could be achieved for equivalent premises. The findings would be reported to the Committee.

The recommendation contained in the report was then put to the vote and it was

**RESOLVED:**

- ◆ To approve the proposed terms of the lease agreement with Optalis for the use of the offices at Woodford Park Leisure Centre.

73. As the time had reached 10:30pm the remaining agenda items were not considered.

The meeting closed at 10:30pm

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## Current Account

## List of Payments made between 01/09/2014 and 30/09/2014

<u>Payee Name</u>	<u>Amount</u>	
	<u>Paid</u>	
ADT Fire & Security Plc	825.01	Call out/reset alarm
AV Asbestos Ltd	624.00	Asbestos surveys - WPLC/Chapel/Coro Hall
BE Fuelcards	50.26	Diesel
BE Fuelcards Ltd	32.96	Unleaded petrol
Berkshire Tree Care	504.00	Lift crown on Walnut & Cherry trees Chapel Hall
Biocraft Ltd	474.00	Leak detection test WPLC
Bowak Ltd	291.15	Cleaning supplies
Brake Bros Foodservice Ltd	295.65	Vending supplies
British Gas	5392.98	Electricity supply
BT Direct	145.80	Phone
BT Direct	23.02	Phone
BT Direct	83.59	Phone
BT Direct	21.84	Phone
BT Direct	48.91	Phone
BT Direct	265.42	Phone
BT Group Plc	45.47	Phone
BT Retail	8.40	Phone
CCTV Direct Ltd	1068.66	WPLC CCTV camera
Churchill Contract Services Lt	1820.08	Contract cleaning
Churchill Contract Services Lt	3268.58	Contract cleaning
Churchill Contract Services Lt	1495.06	Contract cleaning
Credit Union	50.00	Credit Union - deducted from pay
Crown Water & Coffee	31.68	Bottled water
EDF Energy 1 Ltd	17.34	Electric for clock tower - WTCMI
Energy Electrical Distributors	32.59	Electrical supplies
EURODEC	536.25	Decorating supplies
EURODEC	8.50	Decorating supplies
Eurostat Office Supplies	84.42	Stationery supplies
FAS Capital Ltd	79.20	Monthly cash register charge
Fencing Products Ltd	15.30	Building supplies
Frasers Office Supplies Ltd	24.37	Stationery supplies
Gazkaz	180.00	Uniform - T Shirts - BLC
Grundon Waste Management Ltd	108.00	Refuse collection
HM Revenue & Customs Only	13570.24	PAYE & NI
HMRC	15577.00	HMRC payment
Investec Asset Finance	372.00	BLC - Light/heat
IQL Uk Ltd	157.00	NPLQ assessments packs
J P Lennard Ltd	96.12	First aid supplies
J P Lennard Ltd	303.96	Carlton shuttlecocks x 240
John Willis	110.00	Window cleaner - Oakwood Centre
Just In The Park CIC	2050.20	Charged on behalf of Just in the Park Café
Kingfisher Security UK Ltd	38.40	Engineer call out/annual maintenance
KLM Digital Office Solutions L	69.58	Service & maint photocopier
Lightatouch	833.00	Internal audit service
Lloyds Bank	428.09	Cardnet charge
Mainstream Digital	0.53	Phone
Mazers	2880.00	Annual external audit fee
Merchant Rentals	52.85	Monthly cardnet machine charge



OCS Group UK Ltd	291.60	Refuse collection
PDG Group Services	478.13	Cleaning supplies
Peninsula Business	489.60	HR Services
PP Construction Ltd	528.00	Temporary fencing to war memorial
Prudential Assurance	30.00	AVC payment deducted from pay
Public Works Loan	1528.16	Public works loan payment
Public Works Loan Board	83129.21	Public works loan payment
R & J Services	1488.00	Install drain WPLC/drain for footpath
Regency Cleaning Services Ltd	1880.38	Contract cleaning
Rounders England	275.00	Staff training
Securitas Security	94.50	Monthly key holding charge
Securitas Security	94.50	Monthly key holding charge
Securitas Security Ltd	94.50	Monthly key holding charge
Securitas Security	94.50	Monthly key holding charge
SGW Payroll Ltd	262.70	Payroll services
SITA UK Ltd	786.18	Refuse collection
SLCC Enterprises Ltd	474.00	Staff training
Southern Electric	162.17	Electricity supply
Southern Electric Contracting	702.52	Electricity supply
Southern Electric Contracting	114.35	Electricity supply
Southern Law Services Ltd	1186.68	Legal services
Tekkers Football Academy	400.00	Coach (Football)
Thames Water	910.00	Water rates
The Berkshire Pension Fund	12480.99	Pension - employers and employees
Total Gas & Power	544.55	Gas supply
Total Gas & Power	1095.13	Gas supply
Total Gas & Power	592.25	Gas supply
Trade UK	202.27	Building supplies
Trade UK	68.66	Building supplies
Travis Perkins Trading Company	57.20	Building supplies
TSM Copiers Ltd	30.35	Copier usage
TV Licence DDA	145.50	TV licence WPLC
Unison	41.90	Union fees deducted from pay
UNIVAR B.V.	628.27	BLC pool chemicals
Universal Services	1884.91	Install dividing curtain
Virgin Media Payments Ltd	22.10	Phone
Vodafone Ltd	192.97	Phone
Wokingham BC	41.00	Rates
Wokingham BC	155.00	Rates
Wokingham BC	344.00	Rates
Wokingham BC	848.00	Rates
Wokingham BC	1808.00	Rates
Wokingham BC	4410.00	Rates
Wolverson X-Ray Ltd	280.00	Aerobic step/lifting chains

175859.19

## Clerks Imprest A/C

### List of Payments made between 01/09/2014 and 30/09/2014

<u>Payee Name</u>	<u>Amount</u>	
	<u>Paid</u>	
(Personal Information)	50.00	Refund deposit
(Personal Information)	150.00	Refund deposit
(Personal Information)	16.20	Refund deposit
(Personal Information)	47.00	Cancelled WPLC course
(Personal Information)	50.00	Refund deposit
(Personal Information)	150.00	Refund deposit
(Personal Information)	5.50	Cancelled BLC course
(Personal Information)	50.00	Refund deposit
(Personal Information)	95.00	Cancelled BLC course
(Personal Information)	150.00	Refund deposit
(Personal Information)	50.00	Refund deposit
(Personal Information)	50.00	Refund deposit
(Personal Information)	15.00	Refund Allot key deposit
(Personal Information)	15.00	Refund Allot key deposit
(Personal Information)	3.00	Overcharged on BLC course
(Personal Information)	50.00	Refund deposit
AAT.Org.uk	126.00	Annual membership
ASLAM	150.00	Refund deposit
Brightons Newspapers	32.25	Newspapers
Debenhams Plus	119.00	Inv-57470964-WPLC Monitor
Flamingo Research	298.95	Refund on double invoice payment
Lloyds Bank	31.66	Charges 10 July to 9 Aug 2014
Lloyds Bank	55089.58	September 2014 payroll net
Osbourne Books	28.80	Staff training books
Osbourne.co.uk	92.10	Staff training books
Outdoor.com	79.99	Staff clothing
PETTY CASH A/C	130.97	Top up petty cash
Post Office Shop	68.12	Dry wipe whiteboard
Ryman.co.uk	499.98	Double payment for shredder made in error
Woodford Singers	90.00	Refund deposit
Woodley Carnival Committee	411.00	Grant
	58195.10	

## Current Account

## List of Payments made between 01/10/2014 and 31/10/2014

<u>Payee Name</u>	<u>Amount</u> <u>Paid</u>	
ADT Fire & Security Plc	156.00	Call out/reset alarm
ADT Fire & Security Plc	391.20	Call out/reset alarm
Airquee Ltd	240.00	Bouncy castle call out/repair
Arkell & Hurcombe (Bronzeworks)	90.00	Bronze cast plaque
ASAP Computer Services	130.80	Annual security software update
BE Fuelcards	51.78	Diesel
BE Fuelcards	1.25	Admin charge
BE Fuelcards	83.20	Diesel
BE Fuelcards	31.07	BP unleaded petrol
Biocraft Ltd	1392.24	Drying works - WPLC
Bowak Ltd	380.19	Cleaning supplies
British Gas	1929.19	Electricity supply
Broadwater Technologies Ltd	600.00	BLC pool plant survey
BT Direct	73.69	Phone
BT Direct	23.02	Phone
BT Direct	131.88	Phone
BT Direct	21.84	Phone
BT Direct	34.58	Phone
BT Direct	299.85	Phone
BT Retail	8.40	Phone
Bullseye Awards & Garments Ltd	387.00	Medals for Sid Hopkins tournament
CCTV Direct Ltd	25.17	Power connectors
CF Corporate Finance	166.37	Qtrly photocopier charge
Churchill Contract Services Lt	1577.82	Contract cleaning
Citizens Advice Bureau	1901.50	Grant
Credit Union	50.00	Credit Union deducted from pay
Crown Water & Coffee	39.60	Bottled water
Crown Water & Coffee	89.40	Service/bottled water
Crown Water & Coffee	31.68	Bottled water
EDF Energy 1 Ltd	21.90	Electric for clock tower
Energy Electrical Distributors	251.96	Electrical supplies
Energy Electrical Distributors	76.14	Electrical supplies
Energy Electrical Distributors	22.28	Electrical supplies
EURODEC	204.19	Decorating supplies
EURODEC	49.31	Decorating supplies
Eurostat Office Supplies	154.27	Stationery supplies
Eurostat Office Supplies	165.16	Stationery supplies
FAS Capital	79.20	Monthly cash register charge
Fencing Products Ltd	69.84	Post fix concrete bags
Frasers Office Supplies Ltd	107.21	Stationery supplies
HC Slingsby Plc	108.13	Signs/Ratchet lashings-claw hooks
HM Revenue & Customs Only	13243.75	PAYE & NI
HMRC	899.76	Period 2 VAT payable
InTouch	107.97	Website charges Apr, Aug, Sept
InTouch	35.99	Website charge Oct
Investec Asset Fin	372.00	BLC light/heat
J P Lennard Ltd	276.29	Badminton rackets/shuttlecocks
Janet Dacre	138.00	Coach
John Willis	110.00	Window cleaner

Just Around The Corner	5667.00 Grant
Just In The Park CIC	585.90 Charged on behalf of Just in the Park café
Just In The Park CIC	974.30 Charged on behalf of Just in the Park café
Keep Mobile	909.50 Grant
Key Industrial Equipment Ltd	88.80 Line marking paint
KLM Digital Office Solutions L	27.85 Service & maint photocopier
Lend and Play Toy Library	1000.00 Grant
Lister Wilder Ltd	129.05 Votex blades/bolts/strimming cord
Lloyds - Cardnet	987.74 Cardnet charge
Lloyds Bank	52.85 Monthly cardnet machine charge
Lyreco UK Ltd	41.40 Stationery supplies
Mailcoms Ltd	89.88 Ink cartridge - mailbase pro
Mainstream Digital	55.44 Phone
MKR Electrical Services Ltd	1269.17 Network cabling former offices WPLC
OCS Group UK Ltd	291.60 Refuse collection
OCS Group UK Ltd	83.45 Refuse collection
Office Depot International (UK	138.43 Stationery supplies
P & H Snacksdirect Ltd	410.10 Vending supplies
P J Drew Ltd	188.41 Safety boots/sanding pack/teak oil
PDG Group Services	241.95 Cleaning supplies
Peninsula Business	489.60 HR services
PHS Group Plc	462.10 Qtrly dust mat rental
Pitney Bowes	250.00 Postage topup
PP Construction Ltd	19345.20 Completion of works at war memorial
Prudential Assurance	30.00 AVC payment deducted from pay
R & J Services	540.00 Call out - renew pipework BLC
READIBUS	8269.00 Grant
Regency Cleaning Services Ltd	1507.55 Contract cleaning
Rigby Taylor Ltd	336.90 Gardening supplies
Rigby Taylor Ltd	963.36 Gardening supplies
Riso (UK) Ltd	347.34 Photocopier charges OC
Roffey Brothers	538.56 Gardening supplies
Sabercom Ltd	2294.40 OC LED TV screen+installation
Securitas Security	94.50 Monthly key holding charge
Securitas Security	94.50 Monthley key holding charge
Security Control Systems Ltd	113.40 Annual alarm maintenance
SGW Payroll Ltd	258.62 Payroll service
SGW Payroll Ltd	250.46 Payroll service
SITA UK Ltd	701.36 Refuse collection
SITA UK Ltd	359.06 Refuse collection
SMS Environmental Ltd	753.16 Water samples
SMS Environmental Ltd	721.36 Water samples
Southern Electric	505.81 Electricity supply
Tensid UK Ltd	293.70 Graffi Coat - war memorial
Thames Valley Temperature Cont	259.65 Call out - kitchen extract fans OC
Thames Water	910.00 Water rates
Thames Water	1025.88 Water rates- allotments
The Berkshire Pension Fund	12985.62 Pension - employers and employees
Total Gas & Power	555.62 Gas supply
Total Gas & Power	942.02 Gas supply
Total Gas & Power	1677.91 Gas supply
Trade UK	63.70 Building supplies
Travis Perkins Trading Company	55.99 Building supplies
Travis Perkins Trading Company	3.91 Building supplies
Travis Perkins Trading Company	48.02 Building supplies
Trinity Mirror Publishing Ltd	160.80 WTCMI advertising
TSM Copiers Ltd	16.06 Copier usage

Unison	41.90 Union fees deducted from pay
Universal Services	3249.68 Trampoline - WPLC
Virgin Media Payments Ltd	23.86 Phone
Vodafone Ltd	236.06 Phone
Vodafone Ltd	34.47 Phone
Wokingham BC	41.00 Rates
Wokingham BC	155.00 Rates
Wokingham BC	344.00 Rates
Wokingham BC	848.00 Rates
Wokingham BC	1808.00 Rates
Wokingham BC	4410.00 Rates
Wokingham Pools and Spas	180.00 BLC pool maintenance
Wokingham Town Council	53.90 training costs
Yarnold Heating and Plumbing L	2332.15 Replace 6x shower units - BLC
Zoggs International Ltd	151.20 BLC pool supplies
Zoggs International Ltd	475.20 BLC pool supplies

112674.43

### Woodley Town Council 2014/2015

#### CLERKS IMPREST A/C

<u>Payee Name</u>	<u>Amount</u>
	<u>Paid</u>
(Personal Information)	44.55 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	200.00 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	10.80 Refund WPLC course
(Personal Information)	35.00 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	50.00 Refund deposit
(Personal Information)	104.04 Net Oct 2014 pay
(Personal Information)	5.00 Refund deposit
(Personal Information)	63.00 Refund BLC cancelled course
Argos Retail Group	109.99 AVR fridge-WPLC
Lloyds Bank	29.68 Charges 10 Aug to 9 Sept 14
Lloyds Bank	56539.91 Net Oct 2014 payroll
Lloyds Bank	-104.04 Credit net pay Oct 2014
PETTY CASH A/C	150.17 Top up petty cash
Post office shop	13.07 A5 Pukka notebook
Post office shop	14.23 A4 Pukka notebook
Post Office Shop	-11.08 CR-A5 note book
Royal British Legion	50.00 RBL Poppy Appeal donation
Ryman.co.uk	249.99 Document shredder
Ryman.co.uk	-499.98 Credit for double charge
Screwfix Direct	12.98 Rubber door stops
Whitewater Nursery	318.00 Plants - war memorial

57735.31

**TIMETABLE OF MEETINGS - 2015/2016**

Plans Committee meetings are held on Mondays (unless marked otherwise) and start at 7:45pm. All other Council and Committee meetings are held on Tuesdays and start at 8:00pm (unless otherwise notified) and members of the public are welcome to attend.

PLANS COMMITTEE	LEISURE SERVICES	COMMUNITY SERVICES	STRATEGY & RESOURCES	FULL COUNCIL
<u>2015</u> Tuesday 26 May (SH) 22 June	<u>2015</u> 2 June	<u>2015</u> 9 June	<u>2015</u> 16 June	<u>2015</u> Annual Meeting: 19 May 30 June
20 July 17 August (SH) 21 September 19 October 16 November	1 September (SH) 3 November	8 September 10 November	15 September 24 November	29 September 8 December
14 December <u>2016</u> 11 January	<u>2016</u> 5 January	<u>2016</u> 19 January	<u>2016</u> 26 January	<u>2016</u> Budget Meeting: 12 January 9 February
15 February (SH) 14 March 18 April	5 April (SH)	12 April	26 April	Town Electors: 1 March Annual Meeting: 10 May

(SH = School Holidays)

**SCHOOL TERM DATES**

2015 Monday 20 April to Wednesday 22 July  
Wednesday 2 September to Friday 18 December  
(NOTE: Training days - to be agreed)

Half Term: 25 - 29 May  
Half Term: 26 - 30 October  
Good Friday: 3 April 2015  
WTC & WBC Elections: 7 May 2015

2016 Tuesday 5 January to Thursday 24 March  
Monday 11 April to Wednesday 20 July  
(NOTE: Training days - to be agreed)

Half Term: 15 - 19 February  
Half Term: 30 May - 3 June  
Good Friday: 25 March 2016  
WBC Elections: 5 May 2016