

**Minutes of a meeting of the Strategy & Resources Committee held at the Oakwood Centre on Tuesday 27 September 2022 at 8:00 pm**

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**Present:** *Councillors K. Baker (Chairman); A. Chadwick; M. Doyle; C. Jewell; B. Rowland; P. Wicks*

**Officers present:** *K. Murray, Deputy Town Clerk; M. Filmore, Committee Officer;*

**Also present:** *1 member of the public*

17. Prior to the commencement of the meeting, the Chairman asked those in attendance to observe a one-minute silence in remembrance of Her Majesty Queen Elizabeth II.

18. **APOLOGIES**  
Apologies for absence were received from Councillors Anderson, Brindley and Lewis.

19. **DECLARATIONS OF INTEREST**  
There were no declarations of interest made by Members.

20. **MINUTES OF THE MEETING HELD ON 7 JUNE 2022**

**RESOLVED:**

- ◆ That the minutes of the Strategy and Resources Committee meeting of 7 June 2022 be approved and signed by the Chairman as a correct record.

21. **FINANCE**

a) **Budgetary Control**

The Deputy Town Clerk presented Report No. SR 18/22.

Members noted that a number of expenditure items were over the expected amount for this time of year. The Deputy Town Clerk explained that, in relation to Central Costs this was mainly due to the replacement of a boiler at Woodford Park Leisure Centre which was more than 10 years old. With regards to Corporate Management, expenditure was higher as a number of professional fees are paid in full at the beginning of the financial year. And with regards to Maintenance HQ, the additional costs were attributed to some planned works to adapt the building and storage bunds.

With regards to income, Members noted that Oakwood Centre income was above budget due to higher than expected letting income from hirers.

Following a query, the Deputy Town Clerk advised that fairs do pay in order to hire the Memorial Ground, and the income is recorded under Leisure Services.

*[DTC Note: The information above was incorrect. Following a recent change, income in relation to the Memorial Ground is now reported separately from the Council's accounts, in the annual return for the Memorial Ground Charity which gets reported to Full Council]*

It was requested that, at the next meeting of the Committee, a status report is provided on all of the Council's loans.

**RESOLVED:**

- ◆ To note Report No. SR 18/22.

b) **Payments**

Following a query regarding how the energy bill relates to the solar panels at the Oakwood Centre, the Deputy Town Clerk advised that he was looking at how to report this information back to the Committee in future.

The Deputy Town Clerk confirmed that the payment made in May relating to landscaping at the Town Centre Garden covered all the costs of the planting scheme. He also advised Members that the Council was still awaiting Thames Water to connect the stand pipe in the town centre walled garden.

Members were advised that the purchase of epoxy resin was used, in part, for the setting of the jubilee stones around the base of the Queen's Platinum Jubilee tree.

With regards to the purchase of ceiling tiles in July, it was confirmed that these were used to replace the old ceiling tiles at Woodford Park Leisure Centre.

Following a query, the Deputy Town Clerk advised that the fire alarm call out charge was not because the fire alarm had been set off but instead because the fire alarm stopped working following the electrical works and needed to be investigated.

The Deputy Town Clerk confirmed that the Global 4 Communications payment in August was higher than usual following the issuing of a previously un-invoiced amount by the company.

In relation to the AV Asbestos sample test payment made in August, the Deputy Town Clerk confirmed that this was following the discovery of unknown materials at the allotments, however the testing had confirmed these did not contain asbestos.

**RESOLVED:**

- ◆ To approve the following payments, listed in **Appendix A** (May), **Appendix B** (June), **Appendix C** (Julye) and **Appendix D** (August):

	Current account	Imprest account
May 2022	£131,008.87	£51,501.68
June 2022	£93,648.97	£49,107.79
July 2022	£3,150,041.71	£53,330.81
August 2022	£121,612.52	£51,941.59

Voting: For: 6 Against: 0 Abstentions: 0 No Vote Recorded: 0

c) **PSDF Funds**

**RESOLVED:**

- ◆ To note the update with regards to the Council's funds within the CCLA Public Sector Deposit Fund (PSDF), as provided in the agenda.
- ◆ To note an additional £600k has recently been deposited into the Council's PWLB CCLA account.

d) **External Auditor Appointment**

The Deputy Town Clerk advised that the Smaller Authorities Audit Appointments (SAAA) organisation appoints external auditors for a 5-year period to authorities for the purpose of auditing their Annual Governance and Accountability Returns (AGARs).

Authorities must consider whether to accept this appointment or whether to source their own external auditor. The Deputy Town Clerk advised members that in the previous 5-year appointment period, no smaller authority had opted out of this, and he set out the implications were the Council to choose to do so, as highlighted in the agenda.

**RECOMMENDED:**

- ◆ That the Council continue with the SAAA sector led external auditor appointment for the next 5-year appointing period, from 2022 to 2027.

Voting: For: 6 Against: 0 Abstentions: 0 No Vote Recorded: 0

22. **OAKWOOD CENTRE INCOME UPDATE**

The Deputy Town Clerk presented the Oakwood Centre room hire and catering income update.

Members highlighted issues with the formatting of the charts, and it was agreed that these would be corrected and re-issued to all Councillors, as well as an updated agenda being published online. It was also requested that a line in relation to pre-covid income levels be added for comparison.

**RESOLVED:**

- ◆ To note Report No. SR 19/22.

23.1 **STANDING ORDERS AND FINANCIAL REGULATIONS SUB COMMITTEE**

Councillor Baker advised that the meeting of the Standing Orders and Financial Regulations Sub Committee in June was the first time the Sub Committee had been used as a conduit to consider suggestions and corrections with the Council's current Standing Orders and Financial Regulations documents. He advised Members that the proposed updated Standing Orders now contained a template for Members to submit suggestions and corrections to the Committee Officer for consideration by the Sub Committee, and stated the Sub Committee was next due to meet the day after the Full Council meeting, on 12 October, to consider any further changes.

Members noted that the Sub Committee considered an extensive number of changes, with all recommendations drilled down into, questions asked, and modifications made. It was also highlighted that the Sub Committee had unanimously approved the recommendations.

Councillor Baker ran through the key changes which were being proposed to the Standing Orders, and Members discussed these to aid their understanding of the recommendations.

Councillor Jewell raised a concern with the recommended change in relation to current SO 15.6 e), highlighted as Issue 6 within Report No. SR 19/22 Appendix A, which suggested amendments to motions must be submitted to the Town Clerk prior to the commencement of a debate on the motion. Councillor Jewell suggested this might stifle debate, and that currently amendments are often suggested during a debate which are sensible and supported. However, Councillor Baker noted that being able to make amendments during a debate and 'on the fly' might prove unworkable.

Councillor Jewell also raised a concern regarding the recommended change to SO 15.6. f), highlighted as Issue 7 within Report No. SR 19/22 Appendix A. She was concerned with the requirement to only circulate the proposed amendment to Councillors in attendance at the meeting. The Committee Officer advised that the intention of this was to remove the current requirement to circulate amendments to Members who were not at the meeting, which might then require the debate to be adjourned. However, it was noted that it would be beneficial to circulate amendments to members of the public also in attendance at the meeting.

It was agreed that the recommended changes highlighted in Issue 6 and 7 within Report No. SR 19/22 Appendix A would not be adopted at this time and would be reconsidered at the next Sub Committee meeting.

A concern was raised that the proposed update to current SO 16.2 d) and SO 16.2.1 c) would prevent the proposer of a motion from making a speech if no Councillors indicated that they wished to speak against the motion.

*[C.O. Note – The recommendation was to delete SO 16.2 d), and retain SO 16.2.1 c) (newly numbered 17.2.1 c) in the updated SOs). SO 16.2.1 c) does allow the proposer of a motion to make a speech prior to Members being asked if anyone wishes to speak against the motion]*

A further concern was raised with regards to the recommended change to SO 9.5 b), highlighted as Issue 16 within Report No. SR 19/22 Appendix A, in relation to not permitting the re-appointment of a Councillor to a Committee within the current municipal year if they had previously been replaced as a Member of that Committee by their political group during the same year. It was advised that the purpose of this change was to ensure that political groups did not take advantage of the ability to change Members nominated to a Committee to simply cover absences such as when a Member is ill or on holiday, which could lead to regular changes to Committee Membership being made which would be difficult for Officers to manage.

It was noted that there may be some occasions where a political group may wish to reinstate Members to a Committee from which they had been removed during the year; the example of a Member being on an approved leave of absence was raised. It was agreed that this recommended change would not be adopted at this time and would be reconsidered at the next Sub Committee meeting.

Following a query raised regarding the recommended change to SO 4.2.1 b), highlighted as Issue 23 within Report No. SR 19/22 Appendix A, it was confirmed that the intention of this change was to confirm that virtual attendance at a sub committee, working party and partnership meeting would be taken into account when considering if that meeting was quorate. It was agreed that the proposed wording of SO 4.2.1 b) be updated to state, as the last sentence, that "For meetings of sub committees, working parties and partnerships, virtual participation will be considered for this purpose".

A concern was raised that Members were not aware of which version of the Standing Orders were current. It was noted that the current version had been approved by Full Council in February 2022, and that the version had been circulated to all Members immediately following that meeting, for their reference.

**RESOLVED:**

- ◆ To note Report No. SR 19/22.
- ◆ For the Standing Orders and Financial Regulations Sub Committee to reconsider the recommended changes set out in Issue 6, 7 and 16 within Report No. SR 19/22.

**RECOMMENDED:**

- ◆ That Council adopt the updated Standing Orders, excluding the recommended changes proposed with regards to current SO 9.5 b) and 15.6 e), as set out in the agenda.

Voting: For: 6 Against: 0 Abstentions: 0 No Vote Recorded: 0

23.2 Members discussed the proposed changes to the Financial Regulations.

It was noted that proposed changes had not taken into account Legal Topic Note (LTN) 89, which gives a broad overview and sets out the position for local councils and their powers in respect of generating or selling electricity, and selling electricity back to the grid.

**RESOLVED:**

- ◆ That the Deputy Town Clerk would discuss with the Town Clerk whether there is a need to further update the Financial Regulations in respect of LTN 89.

**RECOMMENDED:**

- ◆ That Council adopt the updated Financial Regulations, as set out in the agenda.

Voting: For: 6 Against: 0 Abstentions: 0 No Vote Recorded: 0

24. **YOUTH SERVICE WORKING PARTY**

The Deputy Town Clerk clarified that the purpose of the Youth Service Working Party was to consider and set the terms for the Service Level Agreement which would be going out to tender to Youth Service providers.

Councillor Doyle raised a concern regarding the first item of business at the Youth Service Working Party in June, during which Councillor Gilder was proposed and voted as the Chairman for the working party. Councillor Doyle stated that, since he joined the Council, he had been left with a strong impression that Councillor Gilder was either a very good friend of Sam Milligan (JAC), or is very much in favour of Sam Milligan. He stated that he was not sure someone should act as the Chairman of a working group that is responsible for recommending tendering when that person [the person they are either friends with or in favour of] is tendering for work from the Council. The Chairman stated that he felt this was a very unfair point, and commented that the individual was not at the meeting to either dispute or answer the question. He also stated that he felt it was not right to state this publicly.

Members once again noted disappointed that the process for re-tendering the Council's Youth Service provision has taken so long, highlighting concerns for the well-being of young people within Woodley. The Deputy Town Clerk updated Members to confirm that informal discussions had now taken place with providers who had submitted an Expression of Interest. He confirmed that the Working Party were due to meet again on 10<sup>th</sup> October to finalise the SLA, and the tender document would then immediately go out, with the hope of a final decision on the chosen provider being made at the next Strategy & Resources Committee in November.

Following a query, the Deputy Town Clerk confirmed he had included Berkshire Youth when inviting providers to submit an Express of Interest.

Following a request for information as to which providers had submitted an Expression of Interest, the Chairman advised that as this was procurement matter, and as this was a public meeting, it would be incorrect to announce who had responded in public. However, it was noted that Members wishing to know could write to the Deputy Town Clerk who would be able to advise them, although it was highlighted that this information would be highly confidential at this stage.

**RESOLVED:**

- ◆ To note Report No. SR 20/22 of the Youth Service Working Party meeting held on 16 June 2022.
- ◆ To note Report No. SR 21/22 of the Youth Service Working Party meeting held on 25 July 2022.

25. **CLIMATE EMERGENCY SUB COMMITTEE**

Members noted that the Sub Committee were next due to meet on 4 October 2022, at which they would be considering a revised format of the Climate Emergency Action Plan.

**RESOLVED:**

- ◆ To note Report No. SR 22/22 of the Climate Emergency Sub Committee meeting held on 12 July 2022.

26. **PR & MARKETING SUB COMMITTEE**

Councillor Baker provided further explanation as to why a third flag pole was being proposed, explaining that this would give the Council extra flexibility to fly the flags it needs to, including the Green Flag and the Union Flag.

**RESOLVED:**

- ◆ To note Report No. SR 23/22.
- ◆ To approve the Flag Flying Policy, as set out in the agenda.

Voting: For: 5 Against: 1 Abstentions: 0 No Vote Recorded: 0

- ◆ To allocate £3,000 from the General Reserve to fund the purchase, installation and planning requirements of a third flagpole on the Memorial Ground, along with the purchase of the flags identified in the Flag Flying Policy.

Voting: For: 5 Against: 0 Abstentions: 1 No Vote Recorded: 0

27. **TOWN CENTRE PARTNERSHIP**

The Deputy Town Clerk confirmed there had been no progress with regards to the provision of bins in the Town Centre to aid the problem of litter in the community garden.

Councillor Rowland noted her thanks to Brian Fennelly, Town Centre Manager, for organising a suitable location for her to undertake her head shave for MacMillan Cancer Support. She advised that she had currently raised £1,000, but any extra donations would be gratefully received.

In response to a concern raised regarding the use of e-scooters and other motorised vehicles in the Town Centre and the danger this caused to pedestrians, Members noted that Thames Valley Police had been invited to attend a recent meeting of the Planning & Community Committee at which they had discussed the matter and had indicated they were going to be doing more to tackle this.

**RESOLVED:**

- ◆ To note the report of the Town Centre Partnership Meeting held on 20 July 2022.

28. **PROJECTS SCHEDULE 2022/23**

The Deputy Town Clerk presented the updated Projects Schedule for 2022/23.

**RESOLVED:**

- ◆ To note the updated information contained in the Projects Schedule 2022/23.

29. **SIGNAGE**

The Deputy Town Clerk presented Report No. SR 24/22.

During the discussion, it was suggested that the Council may wish to include an indication of walking and cycling times on signage, as is used in other locations. Another suggestion was made to introduce signage directed at children, such as signs at a lower level and with animals on.

In response to a query, the Deputy Town Clerk confirmed that the refurbishment and replacement of Town Council notice boards did not form part of this report, but that he would separately identify the costs of this and report to the Committee at a later date.

Members noted that whilst the Town Centre precinct land is owned by Wokingham Borough Council, the Town Centre Partnership does put up certain signage. It was suggested that any Councillor wishing to put up a sign, for example regarding the use of e-scooters, may wish to approach Brian Fennelly, Town Centre Manager, to discuss this.

A comment was made that the environmental impacts considered as part of the project assessment did not include the impact of disposing of any old signage and materials. The Deputy Town Clerk advised that this was part of a bigger consideration in relation to the Council's overall refuse policy, but that it was important for the environmental impact to be considered.

**RESOLVED:**

- ◆ To note Report No. SR 24/22.
- ◆ To allocate £9,000 from the available Capital Programme funds for the provision of new and replacement signage as set out in Report No. SR 24/22.

Voting: For: 6 Against: 0 Abstentions: 0 No Vote Recorded: 0

30. **WOODLEY BOWLING CLUB**

Members noted that the Bowling Club had met with Town Council Officers to discuss the poor state of the playing surface this year, which had led to a loss of income. The Deputy Town Clerk advised this was in part due to the exceptionally hot and dry summer, but also because the current irrigation system, which had been in place for a significant number of years, was no longer operational. The Bowling Club had requested that the Town Council reduce their lease payment for this year by £1,200 to account for their losses.

Following a query about how many residents use the Bowls Club, the Committee Officer confirmed that in a recent Community Grant submission by the Bowls Club they had identified that 85% of their membership, approximately 74 individuals, were Woodley residents.

**RESOLVED:**

- ◆ To note Report No. SR 25/22.
- ◆ To approve the reduction of the lease payment by the Bowling Club to £1,200 for the 2022/23 year.
- ◆ To allocate £7,500 to purchase and install a new water system as detailed in Report No. SR 24/22.

Voting: For: 5 Against: 0 Abstentions: 1 No Vote Recorded: 0

31. **COMMUNITY GRANTS**

**RESOLVED:**

- ◆ To note the expression of thanks received from Woodley Festival of Music and Arts following receipt of the 2022/23 community grants

32. **COMMUNITY INFRASTRUCTURE LEVY**

The Deputy Town Clerk advised that he would circulate to Members the updated amount of CIL funds yet to be spent by the Town Council once an update figure has been provided.

**RESOLVED:**

- ◆ To note the Town and Parish CIL funds Spend and Bids summary, provided by Wokingham Borough Council and included as part of the agenda.

33. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

34. **PUBLICITY AND WEBSITE**

Councillor Jewell advised that she had recently taken part in a Kidical Mass event which had commenced at Coronation Hall in Woodley; Kidical Mass organises cycle rides for children in the UK. Councillor Jewell said this was an excellent, and powerful event.

There were no suggestions for publicity and website items.

35. It was proposed by the Chairman, seconded by Councillor Wicks, and

**RESOLVED:**

- ◆ That as the business would not be completed by 10pm, the meeting continue until 10:30pm in order to complete the business set out in the agenda.

Voting: For: 6 Against: 0 Abstentions: 0 No Vote Registered: 0

36. **BOROUGH/PARISH LIAISON FORUM**

Members noted that the minutes of the Borough / Parish Liaison Forum incorrectly noted that Al Neal was a representative from Woodley Town Council. Councillor Rowland agreed to advise Wokingham Borough Council of this error.

**RESOLVED:**

- ◆ To note the minutes of the Borough / Parish Liaison Forum, which took place on 23 August 2022.
- ◆ For Councillor Rowland to contact Wokingham Borough Council to advise them that Al Neal was incorrectly listed as a Woodley Town Council representative within the minutes.

36. **EXCLUSION OF PUBLIC AND PRESS**  
Councillor Jewell temporarily left the meeting.

**RESOLVED:**

- ◆ That in view of the confidential nature of the business about to be transacted in relation to procurement matters, it was advisable in the public interest that the public and press were temporarily excluded and asked to withdraw for the following agenda item.

Voting: For: 5 Against: 0 Abstentions: 0 No Vote Recorded: 1

37. **APPOINTMENT OF AUDITORS**  
Councillor Jewell returned to the meeting shortly after the discussion commenced.

Members considered Report No. SR 26/22 which provided the quotes received in relation to the appointment of an internal auditor for the financial years 2022, 2023 and 2024.

Councillor Jewell proposed, seconded by Councillor Baker, and following a vote it was:

**RESOLVED:**

- ◆ To note Report No. SR 26/22.
- ◆ To appoint April Skies Accounting as the Council's internal auditors for a three-year period; financial years 2022, 2023 and 2024.

Voting: For: 6 Against: 0 Abstentions: 0 No Vote Recorded: 0

Meeting closed at 10:05 pm

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**Woodley Town Council****Current Account****List of Payments made between 01/05/2022 and 31/05/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
(Personal Information)	550.00	Mkt Mgr - WTCMI
AGA Print Ltd	54.34	Vinyl Banners
Alan Hadley Ltd	318.00	Refuse Collection
Alan Hadley Ltd	318.00	Refuse Collection
Alan Hadley Ltd	318.00	Refuse Collection
AYS Cleaning Contractors Ltd	2554.45	Contract Cleaning
Be Fuelcards Ltd	45.59	Unleaded fuel-Depot
Be Fuelcards Ltd	136.52	BP Diesel-MW65EHN 44000m
Beyond First Aid	200.00	First Aid Cover
Bowak Ltd	251.14	Cleaning supplies
Brake Bros Foodservice Ltd	637.51	Vending supplies
Brake Bros Foodservice Ltd	583.00	Vending supplies
Brewers Decorator Centres	466.67	Decorating supplies
Broxap Ltd	1383.60	Cast Iron Ripon bench
Broxap Ltd	805.20	Cast Iron Ripon bench
Castle Water	3338.94	Water Rates
CDK Casting Ltd	101.40	Bronze Plaque
CDK Casting Ltd	101.40	Bronze Plaque
CDK Casting Ltd	105.00	Bronze Plaque
Churchill Contract Services Ltd	1561.84	Contract Cleaning-WPLC
Circus Scene	4975.00	Woodley Platinum Jubilee
Club Manager Ltd	80.40	Gym software monthly fee
DCK Accounting Solutions Ltd	356.16	Year End closedown 21/22
Dejac Associates Ltd	1734.00	iMac/solid state/support
Devlet Five Ltd T/A Kall Kwik Reading	30.00	Re-sizing PDF files
Devonshire Trading Ltd	1100.81	Gym monthly equip hire
Ecotricity	179.97	Gas supply-Coro H
Ecotricity	836.68	Gas supply-WPLC
Ecotricity	1369.87	Gas supply-OC
Ecotricity	171.22	Gas supply-Chapel H
Ecotricity Ltd	203.01	Electric supply-Depot
EDF Energy 1 Ltd	26.00	Electric supply-Clock
Energy Electrical Distributors Ltd	84.35	Electrical supplies
Epos Now Ltd D/D	30.00	Epos monthly till support-WPLC
Farol Ltd	401.50	Gardening supplies
Global 4 Communications	884.58	Phone/Mobiles
Hampshire Association of Local Councils	3214.18	Annual BALC membership
Hampshire Association of Local Councils	408.00	CiCLA Training course
HMRC Cumbernauld	15802.49	PAYE&NI Deducted from pay
Lantec Security Ltd	1008.00	Annual Intruder alarm support
Les Mills Fitness UK Ltd	203.69	Bodybalance-Coach WPLC
Lloyds Bank D/D	42.34	Current bank charges-Apr22
Lloyds Bank D/D	357.67	Cardnet monthly charges
Lloyds Bank D/D	48.91	Current a/c charges
Lyreco UK Ltd	41.30	Stationery supplies
M K Cleaning	47.50	Laundry-Table cloths
Merchant Rentals Ltd	18.40	Monthly Cardnet charge

Merchant Rentals Ltd	18.40	Monthly Cardnet charge
Playsafety Ltd	445.20	Annual Inspection-Wheble Pk
Portable Gas Ltd	157.90	Propane Gas - Jubilee
Poztive Energy Ltd	2307.92	Electric supply-OC
Poztive Energy Ltd	68.95	Electric supply-Coro Hall
Poztive Energy Ltd	717.17	Electric supply-WPLC
Poztive Energy Ltd	38.10	Electric supply-Chapel Hall
Prudential	307.24	AVC deducted from pay
Rialtas Business Solutions Ltd	142.80	Annual Planning support
Robseal Roofing Solutions Ltd	23383.44	Roof repair-WLC
SGW Payroll Ltd	159.86	Payroll services-Apr22
SWALEC	83.47	Electric supply-Toilet
The Berkshire Pension Fund	18052.59	Employee & 'er deducted from pay
Trade UK - Screwfix	165.98	Building supplies
Unison Collection Ac	22.50	Union fee deducted from pay
Veolia ES - UK Ltd	509.92	Refuse Collection
Wokingham BC - Rates	2283.00	Rates-WPLC
Wokingham BC - Rates	364.00	Rates-Coro H
Wokingham BC - Rates	165.00	Rates-Chapel H
Wokingham BC - Rates	898.00	Rates-OC
Woodley Newsagent Ltd	45.00	Newspaper-WTC
Woodley Town Council	18785.80	VAT payment regarding WTCMI
Wroxton Ltd	14400.00	Landscaping - Town Centre Garden

**Total Payments    131008.87**

**CLERKS IMPREST A/C****List of Payments made between 01/05/2022 and 31/05/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
(Personal Information)	12.00	Refund WPLC course
(Personal Information)	98.60	Refund deposit
(Personal Information)	25.00	Refund deposit
(Personal Information)	200.00	Refund deposit
(Personal Information)	150.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	70.00	Refund WPLC course
(Personal Information)	49.99	Staff uniform-Depot
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	63.00	Refund WPLC course
(Personal Information)	75.00	Refund deposit
(Personal Information)	200.00	Refund deposit
21 CC Group Ltd	588.00	Platinum Jubilee Beacon
Adobe Systems Software	150.92	Acobat Pro DC
Amazon Mkt place	82.16	Re-chargeable batteries
Amazon Mkt place	8.99	8 bays battery charger
Amazon Mkt Place	17.98	Lusum bean bags for School sports
Amazon Mktplace	102.89	Projector Screen 90 inch
Amazon.co.uk	34.36	Noco Genius smart charger
AmazonMKTplace	86.89	NAQIER Projcter Screen 70 inch
Chemgift Bags	250.00	Grant - May 2022
DVLA	290.00	Vehicle Tax-MW65 EHN
Easy Compsites Ltd	470.49	Glass Cast Epoxy Resin-OC
Ebay.com	47.48	100x Seeds in Paper plantable
Fellowship Education	75.00	Refund deposit
Halfords on line	35.00	Battery charger-Speedwatch
Halfords on line	-35.00	Battery charger-Speedwatch credit
Hicks MOT & Service	316.50	MW65EHN-MOT & Service
Lloyds Bank	45750.54	Net May 2022 payroll
Lloyds Bank D/D	14.31	Imprest bank charges-Apr22
Mastek YK LTD	50.00	Refund deposit
McAfee.com	99.99	Secruity software
McAfee.com	-99.99	Charged in error by McAfee
ME2 Club	250.00	Grant - May 2022
Newitt & Co Ltd	143.01	Play parachute 3.5m & 5m
SLCC Enterprise Ltd	410.00	Qualification CiLCA-KM
Thomson Reuters UK Ltd	100.80	JCT On Demand WPLC Elec works
Wdly Fest of Music	250.00	Grant - May 2022
Woodley Bowling Club	250.00	Grant - May 2022
World of Brass Ltd	2.88	Polished brass number
World of Brass.co.uk	69.31	Door numerals-WP
Zoom US	370.58	Zoom Rooms annual-charge

**Total Payments      51501.68**

**Woodley Town Council****Current Account****List of Payments made between 01/06/2022 and 30/06/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
Advanced Maintenance UK Ltd	204.00	Boiler service - WPLC
AGA Print Ltd	116.70	Posters/Vinyl banners
Agile Hospitality Solutions Ltd	2574.00	Annual Booking software charge
Alan Hadley Ltd	318.00	Refuse Collection
ARC	5000.00	Grant 2022/23
AYS Cleaning Contractors Ltd	26.71	Contract Cleaning
AYS Cleaning Contractors Ltd	2612.85	Contract Cleaning
Be Fuelcards Ltd	47.92	Unleaded petrol-Depot
Be Fuelcards Ltd	52.16	Unleaded fuel-Depot
Bowak Ltd	313.84	Cleaning supplies
Brown Bag Cafe Ltd	57.78	Catering services
Castle Water	2574.98	Water rates
CDK Casting Ltd	101.40	Bronze Plaque
CDK Casting Ltd	101.40	Bronze Plaque
Churchill Contract Services Ltd	1561.84	Contract Cleaning
Club Manager Ltd	80.00	Gym monthly software fee
Club Manager Ltd	0.40	Gym monthly software fee
Dejac Associates Ltd	210.00	replace fan TV/Annual email certification
Devonshire Trading Ltd	1100.81	Monthly gym equip hire
Drain Surgeons UK Ltd	195.00	Empty cesspit - Depot
Ecotricity	58.22	Electric supply-Depot
Ecotricity	29.31	Gas supply-Coro hall
Ecotricity	105.55	Gas supply-WPLC
Ecotricity	397.39	Gas supply-OC
Ecotricity	60.26	Gas supply-Chapel hall
EDF Energy 1 Ltd	25.73	Electric supply-Clock
Epos Now Ltd D/D	30.00	EPOS monthly till support fee
Ethos Communications Solutions Ltd	194.12	Printing/Copying
Eventu	50.00	Projector hire
First Days Children's Charity	2000.00	Grant 2022/23
Global 4 Communications	928.34	Phone/Mobiles
Hamblin Watermains	2136.00	Install standpipe unit
Henry Street Garden Centre	160.12	Gardening supplies
HMRC Cumbernauld	15956.88	PAYE&NI Deducted from pay
IBS Office Solutions Ltd	644.22	Printing/ qtrly rental fee
Keep Mobile	500.00	Grant 2022/23
Les Mills Fitness UK Ltd	203.69	Bodybalance-coach-WPLC
Lightatouch	462.58	Year End Internal audit
Link Visiting Scheme	500.00	Grant 2022/23
Lloyds Bank D/D	294.92	Cardnet service charges
Lyreco UK Ltd	119.72	Stationery Supplies
Merchant Rentals Ltd	18.40	Cardnet machine rental
Merchant Rentals Ltd	18.40	Cardnet machine rental
Pitney Bowes Ltd	150.00	Postage top up-Jun 22
Poztive Energy Ltd	76.26	Electric supply-Coro H May22
Poztive Energy Ltd	1561.34	Electric supply-OC May 22
Poztive Energy Ltd	634.92	Electric supply-WPLC
Poztive Energy Ltd	35.74	Electric supply-Chapel Hall

PPL PRS Ltd	454.90	Annual music licence
Prudential	307.24	AVC deducted from pay
Public Works Loan Board	10640.58	Capital/Interest Loan payment
Readibus	8250.00	Grant 2022/23
SGW Payroll Ltd	157.82	Monthly payroll service charge
Shred-it Ltd	437.40	Document shredding
Technical Surfaces Ltd	360.00	3G matchfit service
Thames Valley Water Services Ltd	348.00	Monthly water checks
The Berkshire Pension Fund	18214.74	Employee & 'er deducted from pay
The Big Display Co	305.93	Medal engraving
The Sign Maker	208.92	Signs - Play Area
The Wokingham Volunteer Centre	300.00	Grant 2022/23
Trade UK - BandQ	576.88	Building supplies
Trade UK - Screwfix	99.15	Building supplies
Tudor Environmental	177.45	Irrigation water/pots
Ukactive	324.17	Annual music licence WPLC
Unison Collection Ac	22.50	Union fee deducted from pay
Veolia ES - UK Ltd	651.39	Refuse Collection
Wokingham BC - Rates	2283.00	Rates-WPLC
Wokingham BC - Rates	364.00	Rates-Coro Hall
Wokingham BC - Rates	165.00	Rates-Chapel Hall
Wokingham BC - Rates	898.00	Rates-OC
Wokingham-Citizens Advice	3500.00	Grant 2022/23

**Total Payments      93648.97**

**CLERKS IMPREST A/C****List of Payments made between 01/06/2022 and 30/06/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	
(Personal Information)	26.00	Clearcoat Aerosol x2
(Personal Information)	118.00	Refund credit on a/c S Moores
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	15.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
Amazon Mkt Place	12.72	Wall Clock quartz 12 inch
Amazon Mkt Place	63.60	Wall clock quartz 12 inch x5
Amazon Mkt Place	37.50	Kitchen storage boxes x3
Amazon-Nagier	-86.89	Refunded projector - small
Amazon.co.uk	51.19	Swizzel variety mix/mixed swee
Czech School Berks	75.00	Refund deposit
Easy Composites Ltd	248.90	GlassCast clear epoxy resin
Grabloader Ltd	312.00	Remove soil/hardcore WP
Lidl GB Reading	4.17	Biscuit selection x3
Lloyds Bank	46081.17	Net June 2022 - payroll
Lloyds Bank D/D	13.60	Imprest a/c charges
PETTY CASH A/C	244.98	Top up petty cash
Project Twenty Eight	100.00	Refund deposit
Royal Mail Group Ltd	855.14	Door to Door delivery fee
SLCC for Local Council	467.00	Annual membership fee-DM
Waitrose & Partners	81.71	Selection of food-OC
<b>Total Payments</b>	<b>49170.79</b>	

**Woodley Town Council****Current Account****List of Payments made between 01/07/2022 and 31/07/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
(Personal Information)	440.00	WTCM Mkt manager
(Personal Information)	440.00	WTCM Mkt manager
AGA Print Ltd	24.34	Posters
Alan Hadley Ltd	868.80	Refuse collection
Alan Hadley Ltd	434.40	Refuse collection
AYS Cleaning Contractors Ltd	2554.45	Contract cleaning
Be Fuelcards Ltd	53.66	Unleaded fuel -Depot
Be Fuelcards Ltd	3.31	Admin charge-Depot/Main Team
Be Fuelcards Ltd	54.22	Unleaded petrol-Depot
Bowak Ltd	556.24	Cleaning supplies
Brake Bros Foodservice Ltd	603.80	Vending supplies
Brake Bros Foodservice Ltd	368.63	Vending supplies
Brake Bros Foodservice Ltd	678.65	Vending supplies
Brake Bros Foodservice Ltd	307.95	Vending supplies
Brewers Decorator Centres	206.67	Decorating supplies
Brown Bag Cafe Ltd	603.66	Catering services
Business Stream	71.95	Water rates-Toilet
Castle Water	3492.91	Water rates
CDK Casting Ltd	101.40	Bronze plaque
Centurian Services	10005.25	Resurfacing path-WP
CF Corporate Finance Ltd	166.32	Qtrly photocopier lease fee
Club Manager Ltd	94.80	Gym club manager software
CoolerAid Ltd	39.46	Bottled water
Devonshire Trading Ltd	1100.81	Gym equip rental
Ecotricity	53.06	Electric supply-Shed Depot
Ecotricity	25.89	Gas supply-Coro Hall
Ecotricity	117.48	Gas supply-WPLC
Ecotricity	104.95	Gas supply-OC
Ecotricity	41.57	Gas supply-Chapel Hall
EDF Energy 1 Ltd	25.73	Electric supply-Clock
Epos Now Ltd D/D	30.00	Monthly WPLC till support
F/Flow HSBC - CCLA	2000000.00	CCLA-WOODLEY TC-Investment
F/Flow HSBC - CCLA	733000.00	CCLA-WOODLEY TC-Investment
Fenland Leisure Products Ltd	1153.24	Basket swing repair-WP
Global 4 Communications	865.14	Phone/Mobiles
Henry Street Garden Centre	189.76	Gardening supplies
HMRC Cumbernauld	15995.60	PAYE&NI Deducted from pay
Impress Print Services Ltd	704.00	Print mailing leaflets
John Stacey - Sons Ltd	552.00	Refuse collection
John Stacey - Sons Ltd	684.00	Refuse collection
Les Mills Fitness UK Ltd	203.69	Body balane-Coach WPLC
Light Credit Ltd - Granmore	5667.84	Rockfon Pacific ceiling tiles
Lloyds Bank	30.00	F/Flow payment fee-PWLB
Lloyds Bank	30.00	F/Flow payment fee-INVEST1
Lloyds Bank D/D	44.24	Current account service fee

Lloyds Bank D/D	308.16	Cardnet service fees
Lyreco UK Ltd	92.59	Stationery Supplies
M K Cleaning	42.50	Laundry-Cloths OC
Masters Bookbinding	390.00	WTC Minutes book binding
Maxium Doors Ltd	5945.40	Install new doors-WPLC
Merchant Rentals Ltd	18.40	Cardnet monthly charge
Merchant Rentals Ltd	18.40	Cardnet monthly charge
PBT Electrical & Maintenance Ltd	14186.92	Electrical work-WPLC
Pitney Bowes Ltd	150.57	Postage top up
Poztive Energy Ltd	726.56	Electric supply-OC
Poztive Energy Ltd	64.01	Electric supply-Coro hall
Poztive Energy Ltd	607.27	Electric supply-WPLC
Poztive Energy Ltd	34.16	Electric supply-Chapel hall
Proludic Ltd	291175.28	New Play Area Rebuild
Prudential	307.24	AVC deducted from pay
R.E.S. Systems Ltd	92.40	Call out - Fire alarm WPLC
Reading Community Energy Soc Ltd	1736.52	Electric supply-WPLC&OC
SGW Payroll Ltd	157.82	Payroll services-June 22
Simon P Holmes Ltd T/A Tree Surveys	3270.00	WP/Malone park-surveys
Sports and Play Consulting Ltd	5000.00	Sports & Play area consultation
SWALEC	80.50	Electric supply-Toilet
SWALEC	72.78	Electric supply-Toilet
Technical Surfaces Ltd	399.00	3G matchfit service
Thames Valley Water Services Ltd	380.40	Monthly water checks
Thames Valley Water Services Ltd	204.00	Monthly water checks
The Berkshire Pension Fund	19005.76	Employee & 'er deducted from pay
Trade UK - BandQ	199.00	Building supplies
Trade UK - Screwfix	135.39	Building supplies
Tudor Environmental	796.16	Building supplies
Unison Collection Ac	22.50	Union fee deducted from pay
Veolia ES - UK Ltd	563.75	Refuse collection
VideoCentric Ltd	11305.20	Install Video conference equip-OC
Windowflowers Ltd	5983.20	Town Centre flowers
Wokingham BC - Rates	2283.00	Rates - WPLC
Wokingham BC - Rates	364.00	Rates - Coro H
Wokingham BC - Rates	165.00	Rates - Chap H
Wokingham BC - Rates	898.00	Rates - OC
Wokingham Borough Council	70.00	Premises Licence - WTCM

**Total Payments 3150041.71**

**CLERKS IMPREST A/C****List of Payments made between 01/07/2022 and 31/07/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
(Personal Information)	75.00	Refund deposit
(Personal Information)	15.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	25.00	Flowers KW-WPLC
(Personal Information)	75.00	Refund deposit
(Personal Information)	75.00	Refund deposit
(Personal Information)	-329.19	Wrong a/c number returned
Amazon Mkt Place	75.82	1000x Kraft ripple cups+lids
Amazon Mkt Place	29.98	Doff ant bait station x2
Amazon Mkt Place	11.90	Lead converter 16a plug-WPLC
Amazon Mkt Place	19.98	16a 2 way plug splitter
ASLAM	150.00	Refund deposit
DVLA Vehicle Tax	290.00	Car Tax-KD51 WTW - depot
Epos Now Ltd	167.38	Thermal receipt printer
Euroloos Ltd	864.00	Hire of portable loos - WP
Grabloader Ltd	312.00	Remove soil/Hardcore WP
Grabloader Ltd	312.00	Reove soil/hardcore-WP
Lloyds Bank	50562.13	Net July 2022 payroll
Lloyds Bank D/D	14.51	Imprest account service fee
Safelincs	108.30	HeartSine Adult pad-pak
UK Madawala	123.00	Refund deposit
Wickes Building	54.00	Tristar Air cooler-OC
<b>Total Payments</b>	<b>53330.81</b>	

**Woodley Town Council****Current Account****List of Payments made between 01/08/2022 and 31/08/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
Advanced Maintenance UK Ltd	10741.20	Replace water heater WPLC
AGA Print Ltd	24.34	Posters
Airquee Ltd	553.20	Call out/on-site inspection
Alan Hadley Ltd	434.40	Refuse Collection
Alan Hadley Ltd	434.40	Refuse Collection
AYS Cleaning Contractors Ltd	6.86	Contract Cleaning
AYS Cleaning Contractors Ltd	2554.45	Contract Cleaning
Be Fuelcards Ltd	3.31	Admin charge-BE fuelcards
Be Fuelcards Ltd	48.30	Unleaded petrol-Depot
Be Fuelcards Ltd	63.65	Diesel - MW65EHN 50000m
Berkshire Tree Care	1260.00	Gardening service-Depot
Bowak Ltd	509.00	Cleaning supplies
Bowak Ltd	125.41	Cleaning supplies
Brake Bros Foodservice Ltd	440.46	Vending supplies
Brake Bros Foodservice Ltd	742.42	Vending supplies
Brake Bros Foodservice Ltd	518.50	Vending supplies
Brown Bag Cafe Ltd	128.70	Catering services
Brown Bag Cafe Ltd	792.78	Catering services
Castle Water	3598.72	Water rates
CDK Casting Ltd	101.40	Bronze Plaque
Churchill Contract Services Ltd	1561.84	Contract Cleaning
Churchill Contract Services Ltd	1561.84	Contract Cleaning
Club Manager Ltd	94.80	Gym club manager software
CoolerAid Ltd	80.15	Bottled Water
Devonshire Trading Ltd	1100.81	Hire gym equip-aug22
Ecotricity	4.88	Electric supply-Shed Depot
Ecotricity	113.13	Gas supply-WPLC
Ecotricity	100.12	Gas supply-OC
Ecotricity	28.01	Gas Supply-Chapel Hall
Ecotricity	29.62	Gas supply-Coro all
EDF Energy 1 Ltd	26.59	Electric supply-Clock
Epos Now Ltd D/D	30.00	WPLC monthly till charge
Eventu	50.00	Projector hire
Eventu	182.00	Projector hire/Projecter
Eventu	50.00	Projector hire
Fenland Leisure Products Ltd	364.80	Swing hanger-WPLC
Global 4 Communications	3405.86	Phone/Mobiles
Go2Dave Ltd	349.58	
HMRC Cumbernauld	15662.33	PAYE&NI Deducted from pay
Information Commissioner's Off	35.00	Information Rights Certificate
Les Mills Fitness UK Ltd	203.69	Body balance-Coach WPLC
Lloyds Bank	20.00	Chaps payment-Proludic
Lloyds Bank D/D	46.16	Bank charges-Current a/c
Lloyds Bank D/D	276.01	Cardnet service charge
Lloyds Bank D/D	46.96	Current a/c charges to 9/8/22
Lyreco UK Ltd	307.33	Stationery Supplies
M K Cleaning	47.50	Laundry-Cloths OC
Mark Clifford Surveys Ltd (AV Asbestos)	60.00	AV Asbestos sample test
Merchant Rentals Ltd	18.40	Cardnet rental charge-WPLC
Merchant Rentals Ltd	18.40	Cardnet rental charge-WTC

MKR Electrical Services Ltd	6363.55	Install new lighting
Mr Jonathan W A Palterman	550.00	WTCM Mkt manager
PBT Electrical & Maintenance Ltd	14576.92	Electrical work-WPLC
PBT Electrical & Maintenance Ltd	4087.20	Electrical work-WPLC
Pest Control Wokingham	80.00	Wasp nest treatment
PHS Group	440.48	Qtrly dust mat hire
Poztive Energy Ltd	955.86	Electric supply-OC
Poztive Energy Ltd	62.75	Electricity supply-Coro H
Poztive Energy Ltd	622.15	Electric supply-WPLC
Poztive Energy Ltd	35.29	Electric supply-Chapel H
Prudential	307.24	AVC deducted from pay
Public Works Loan Board	5874.06	PW505314-Capital/Interest
R.E.S. Systems Ltd	1489.27	6m service fire alarm/lights
Reading Community Energy Soc Ltd	1736.52	Electric supply-WPLC&OC
Select Environmental Services Ltd	510.00	Disposal of pallets-Depot
SGW Payroll Ltd	159.86	Payroll service fees-July 22
SSE Southern Electric	643.47	Unmeterd electric supply
SWALEC	74.07	Electric supply-Toilet
Technical Surfaces Ltd	480.00	3G matchfit service
Thames Valley Water Services Ltd	288.00	Monthly water checks
The Baikie-Wood Consultancy Ltd	1020.00	Cllr Charing skills event
The Berkshire Pension Fund	18734.82	Employee & 'er deducted from pay
The Widsor Forest Colleges Group	490.00	Tree maintenance staff training
Trade UK - BandQ	2013.00	Building supplies
Trade UK - Screwfix	223.79	Building supplies
Tudor Environmental	582.61	Building supplies
Unison Collection Ac	22.50	Union fee deducted from pay
Veolia ES - UK Ltd	18.50	Refuse Collection
Veolia ES - UK Ltd	503.30	Refuse Collection
Wokingham BC - Rates	2283.00	Rates-WPLC
Wokingham BC - Rates	364.00	Rates-Coro Hall
Wokingham BC - Rates	165.00	Rates-Chapel Hall
Wokingham BC - Rates	898.00	Rates-OC
Woodley Carnival Committee	6000.00	Donation

**Total Payments    121612.52**

**CLERKS IMPREST A/C****List of Payments made between 01/08/2022 and 31/08/2022**

<b>Payee Name</b>	<b>Amount Paid</b>	<b>Transaction Detail</b>
(Personal Information)	329.19	Net July 2022 pay
(Personal Information)	200.00	Refund Deposit
(Personal Information)	15.00	Refund Deposit
(Personal Information)	50.97	Gym member refund
(Personal Information)	75.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	15.00	Refund Deposit
(Personal Information)	200.00	Refund Deposit
(Personal Information)	200.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	25.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
(Personal Information)	15.00	Refund Deposit
(Personal Information)	15.00	Refund Deposit
(Personal Information)	75.00	Refund Deposit
Amazon Mkt Place	59.96	Silicone toilet brush/holder
Amazon Mkt Place	3.24	SS Toilet sign-Female
Amazon Mkt Place	3.76	SS Toilet sign-Disabled
Amazon Mkt Place	3.84	SS Toilet sign-Male
Amazon.co.uk	14.99	Huggies swim nappies-WPLC
Avon Scientific Ltd	260.00	Multi function cholrine tablet
BCA College	890.00	Staff training-Aaron Rogers
Chaircover.co.uk	129.00	10x Rectangular tablecloths
Chew Valley Trees	258.00	Maidenhair Tree-WP
Kingspan Water & Energy Ltd	121.14	Automatic fuel pump-Depot
Lloyds Bank	47822.20	August 2022 net payroll
Lloyds Bank D/D	13.82	Bank charges-Imprest a/c
MLM Concerts Ltd	180.90	Refund Deposit
Next Day Catering	109.38	10oz Stacking mugs
Nextdatcatering.co.uk	-109.38	Credit refund-table cloth
SafetySigns4Less	7.88	Fire exit sign
Shinfield Players Theatre	200.00	Refund Deposit
Viking Raja Group	35.81	14x Grey wasre bins
You Garden.com	121.89	Flower/bulbs-WP
<b>Total Payments</b>	<b>51941.59</b>	