

Payment_Sheet_10_2024_2025

Items for payment presented to the Full Council meeting on Monday 12th January 2026

Members are requested to authorise the following payments made since the compilation of the agenda for the Full Council meeting on Monday 15th December 2025 and before the compilation of the agenda for the full council meeting on Monday 12th January 2026.

Minutes reference (where necessary)	Item	Centre	Charge	Total Payment	Payment date/cheque dated	Payment method	Cost code	Authorised by
	O2 - mobile phone	Telephone	£ 15.42	£ 15.42	03/12/2025	DD	1174	
	Holybrook Parish Council - salaries and associated deductions (underpayment)	-	£ 3.53	£ 3.53	04/12/2025	Faster	-	
	Direct 365 - refuse collection (Dec)	Refuse collection	£ 106.30	£ 106.30	04/12/2025	Faster	2162	
	Relyon (47205) - caretaking Nov.	Caretaking	£ 175.50	£ 1,872.00	04/12/2025	Faster	2121	
	Relyon (47205) - Cleaning Nov.	Cleaning	£ 1,462.50		04/12/2025	Faster	2123	
	Relyon (47205) - office cleaning Nov.	Office cleaning	£ 234.00		04/12/2025	Faster	1156	
	Beckley Electrical Ltd - electrical repairs	The Garage: repairs/services	£ 276.19	£ 276.19	04/12/2025	Faster	5161	
	ION - IT support and PC back up	IT Expenditure	£ 168.19	£ 168.19	05/12/2025	DD	1170	
	Purco Print - Dec newsletter printing (23258)	Public relations/newsletter	£ 560.00	£ 560.00	10/12/2025	Faster	3160	
minute reference: 107/25/26	J M Landscapes - bark top up (Holymead)	Playground maintenance	£ 2,484.00	£ 2,484.00	10/12/2025	Faster	4166	
	A h Plumbing Ltd - repair to men's toilet	Repairs	£ 150.00	£ 150.00	10/12/2025	Faster	2161	
	Vision ICT (21291) - set up new email address	IT Expenditure	£ 18.00	£ 18.00	10/12/2025	Faster	1170	
	British Gas - Gas	Gas	£ 182.18	£ 182.18	12/12/2025	DD	2146	
	Deposit refund - inv 8061	Deposits/deposit returns	£ 100.00	£ 100.00	12/12/2025	Faster	520	
	Deposit refund - inv 8220	Deposits/deposit returns	£ 100.00	£ 100.00	12/12/2025	Faster	520	

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	Deposit refund - inv 8033	Deposits/deposit returns	£ 100.00	£ 100.00	12/12/2025	Faster	520	
	Deposit refund - inv 8169	Deposits/deposit returns	£ 100.00	£ 100.00	12/12/2025	Faster	520	
	Deposit refund - inv 8206	Deposits/deposit returns	£ 100.00	£ 100.00	12/12/2025	Faster	520	
	RES Fire Ltd (S40123) - 6mntly fire door inspection	Services (air con, fire equipment etc)	£ 240.00	£ 240.00	12/12/2025	Faster	2104	
	Kare Group (Abracadabra) (52509) - December newsletter distribution	Public relations/newsletter	£ 655.34	£ 655.34	12/12/2025	Faster	3160	
	Castle Water - water	Water	£ 425.32	£ 425.32	16/12/2025	DD	2175	
	Deposit refund - inv 8261	Deposits/deposit returns	£ 100.00	£ 100.00	17/12/2025	Faster	520	
	Deposit refund - inv 8258	Deposits/deposit returns	£ 100.00	£ 100.00	17/12/2025	Faster	520	
	Deposit refund - inv 8296	Deposits/deposit returns	£ 100.00	£ 100.00	17/12/2025	Faster	520	
	West Berkshire Council (645546) - RoSPA Inspections	Play equip inspections	£ 261.36	£ 2,954.76	17/12/2025	Faster	4167	
	West Berkshire Council (645546) - Linear Park gate unlocking Q3 & Q4	Gate Unlocking (Linear Park)	£ 2,693.40		17/12/2025	Faster	3123	
	Holybrook Parish Council - salaries and associated deductions	-	£ 7,549.76	£ 7,549.76	17/12/2025	Faster	-	
EMR 325. Minute Reference: 111/25/26	Eco Grid Ceilings (101026) - Balance of Linear Hall ceiling tile replacement	Beansheaf Centre Projects	£ 6,859.20	£ 6,859.20	19/12/2025	Faster	5113	
	Relyon - Deep clean (outside toilets)	Cleaning	£ 240.00	£ 240.00	19/12/2025	Faster	2123	
	Seton - CCTV warning signs	Equipment	£ 35.87	£ 35.87	19/12/2025	CARD	2131	
	Drax - electricity	Electricity	£ 492.38	£ 492.38	23/12/2025	DD	2130	

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	Tactical (Bibby - 4844) - Grounds maintenance	Grass/hedge cutting	£ 425.00	£ 425.00	23/12/2025	Faster	4155	
	PPL/PRS - annual music licence	Licences	£ 180.14	£ 180.14	23/12/2025	Faster	2105	
	Tactical (Bibby - 4863) - play equipment maintenance	Playground maintenance	£ 40.00	£ 181.50	23/12/2025	Faster	4166	
	Tactical (Bibby - 4863) - street furniture maintenance	Street Furniture Maintenance	£ 141.50		23/12/2025	Faster	4156	
	Deposit refund - inv 8172	Deposits/deposit returns	£ 100.00	£ 100.00	23/12/2025	Faster	520	
	Moorepay - Nov payroll	Payroll admin	£ 150.24	£ 150.24	24/12/2025	DD	1126	
	BT - Centre phone	Telephone	£ 85.32	£ 85.32	29/12/2025	DD	2174	
	BT - phone services	Telephone	£ 357.80	£ 357.80	30/12/2025	DD	1174	
	Suez - refuse collection (Nov)	Refuse collection	£ 289.19	£ 289.19	31/12/2025	DD	2162	
	Vale Cleaning Solutions (HB-2203) - Floor scrub, polish and carpet and oven cleans	Cleaning	£ 2,175.00	£ 2,175.00	31/12/2025	Faster	2123	
	O2 - mobile phone	Telephone	£ 15.90	£ 15.90	02/01/2026	DD	1174	
	ION - IT support and PC back up	Payroll admin	£ 168.19	£ 168.19	05/01/2026	DD	1126	

Expenditure since previous meeting

£ 30,216.72

£ 30,216.72