

Payment_Sheet_10_2023_2024

Items for payment presented to the Finance Committee meeting on Monday 26th February 2024

Members are requested to authorise the following payments made since the compilation of the agenda for the full council meeting on Monday 15th January 2024 and before the compilation of the agenda for the Finance Committee meeting on Monday 26th February 2024.

Minutes reference (where necessary)	Payment to:-	Centre	Charge	Total Payment	Payment date	Payment method	Cost code	Authorised by
	ION - PC back up and support (12320)	IT Expenditure	£ 158.70	£ 158.70	04/01/2024	DD	1170	
	O2 - mobile phone (27665753)	Telephone	£ 33.79	£ 33.79	04/01/2024	DD	1174	
Due to flooding	Refund of hire - invs 7505 & 7526	Linear Income	£ 100.00	£ 200.00	10/01/2024	FASTER	2179	
	Deposit refund - inv 7494	Deposits/deposit returns	£ 100.00		10/01/2024	FASTER	2182	
	Deposit refund - inv 7502	Deposits/deposit returns	£ 100.00	£ 100.00	10/01/2024	FASTER	2182	
Due to flooding	50% refund of hire - inv 7446	Linear Income	£ 23.37	£ 23.37	10/01/2024	FASTER	2179	
	Deposit refund - inv 7499	Deposits/deposit returns	£ 100.00	£ 202.00	12/01/2024	FASTER	2182	
Due to flooding	Refund of hire - inv 7499	Beansheaf income	£ 102.00		12/01/2024	FASTER	2180	
	Information Commissioner's Office - Data protection renewal fee	Subscriptions	£ 35.00	£ 35.00	12/02/2024	DD	1168	
	British Gas (Nov - Dec) (983692903)	Gas	£ 317.12	£ 317.12	16/01/2024	DD	2146	
	Castle Water (100001032167) - Dec	Water	£ 125.29	£ 125.29	16/01/2024	DD	2175	
	Kennet Landscape Solutions Ltd - Holymead grounds maintenance	Grass/hedge cutting	£ 858.00	£ 858.00	17/01/2024	FASTER	4155	
	Kennet Landscape Solutions Ltd - Underwood grounds maintenance	Grass/hedge cutting	£ 1,212.60	£ 1,212.60	17/01/2024	FASTER	4155	
EMR 327	GN Maintenance - installation of bins x 2 and noticeboards	Community development	£ 290.00		17/01/2024	FASTER	3120	
	GN Maintenance - Centre wall hole filling and wood staining	Redecorations	£ 270.00		17/01/2024	FASTER	2163	

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	GN Maintenance - Centre external cleaning inc gutter clearance	Cleaning	£ 160.00	£ 975.00	17/01/2024	FASTER	2123	
	GN Maintenance - playground repairs	Playground equip maint	£ 230.00		17/01/2024	FASTER	4166	
	GN Maintenance - Instal new fridge safety socket	Repairs	£ 25.00		17/01/2024	FASTER	2161	
	HMRC - Tax & NI (Dec)		£ 1,190.44	£ 1,190.44	22/01/2024	BACS		
	Wonder Door Healer - shutter repairs (new motor and fire control panel)	Shutter repairs	£ 900.00	£ 900.00	23/01/2024	FASTER	2166	
EMR 320 (£9,975) GR for remaining sum	Manor House Building Solutions Ltd - new driveway to Underwood Rd playground	Playground equip maint	£ 13,200.00	£ 13,200.00	23/01/2024	FASTER	4166	
131/23/24	Amazon - Gift card	Legal & professional	£ 50.00	£ 50.00	24/01/2024	CARD	1145	
	Moorepay (0418065) - Dec	Payroll admin	£ 83.68	£ 83.68	24/01/2024	DD	1126	
CE12-23/24: EMR 323	Trophy Store - Trophies for Awards: Annual Assembly	Community development	£ 147.45	£ 147.45	25/01/2024	CARD	3120	
	Deposit refund - inv 7504	Deposits/deposit returns	£ 100.00	£ 100.00	26/01/2024	FASTER	2182	
	Deposit refund - inv 7531	Deposits/deposit returns	£ 100.00	£ 100.00	30/01/2024	FASTER	2182	
	Deposit refund - inv 7532	Deposits/deposit returns	£ 100.00	£ 100.00	31/01/2024	FASTER	2182	
	Salaries & Superannuation - January		£ 5,500.12	£ 5,500.12	31/01/2024	BACS		
	Suez (33181727) - December	Refuse collection	£ 256.28	£ 256.28	31/01/2024	DD	2162	
EMR 327	West Berkshire Council - pre-planning advice application (Garage)	Legal & professional	£ 194.50	£ 194.50	31/01/2024	CARD	1145	
	O2 - mobile phone (28215451)	Telephone	£ 8.46	£ 8.46	01/02/2024	DD	1174	
	ION - PC back up and support (12456)	IT Expenditure	£ 158.70	£ 158.70	05/02/2024	DD	1170	

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	Countrywide Grounds Maintenance (inv 553833) - Warden service Jan	Neighbourhood Wardens scheme	£ 1,647.96	£ 1,647.96	05/02/2024	FASTER	3180	
CE12-23/24: EMR 323	Clerk & Council's Direct (inv 5080) - Honorary Freeman Scroll	Community development	£ 125.46	£ 125.46	05/02/2024	FASTER	3120	
	Purco Print (inv 23008) - February newsletter	Public relations/newsletter	£ 350.00	£ 350.00	05/02/2024	FASTER	3160	
	Sunshine Commercial Service (inv 31133) - Grounds maintenance Jan	Grass/hedge cutting	£ 365.74	£ 365.74	05/02/2024	FASTER	4155	
	Drains24 - unblocking of ladies' toilet drains	Repairs	£ 345.00	£ 345.00	07/02/2024	FASTER	2161	
	British Gas (Dec - Jan) (862446954)	Gas	£ 141.97	£ 324.96	07/02/2024	DD	2146	
	Ricoh UK (102391793) - Rent Jan - March	Photocopier	£ 273.49		09/02/2024	DD	1157	
	Ricoh UK (102391793) - Clicks Oct - Dec	Photocopier	£ 51.47		09/02/2024	DD	1157	
	British Gas (977764107) - (18/01 - 21/01)	Gas	£ 57.36	£ 57.36	15/02/2024	DD	2146	
CE25-23/24 1) b) .EMR 323	Amazon - folding trolley for litter picks	Community development	£ 85.49	£ 85.49	14/02/2024	CARD	3120	
	Relyon - Caretaking (Jan)	Caretaking	£ 774.00	£ 1,975.14	16/02/2024	FASTER	2121	
	Relyon - Cleaning (Jan)	Cleaning	£ 1,052.40		16/02/2024	FASTER	2123	
	Relyon - Cleaning products (Jan)	Cleaning products	£ 148.74		16/02/2024	FASTER	2124	
	Kare Group (Abracadabra) (51939) - Newsletter delivery Feb	Public relations/newsletter	£ 344.41	£ 344.41	16/02/2024	FASTER	3160	
	DTS window Cleaning (Jan) (154)	Cleaning	£ 180.00	£ 180.00	16/02/2024	FASTER	2123	
	GC Fire Protection (2050590) - Fire panel service 50%	Alarms -intruder/fire	£ 44.15	£ 188.59	16/02/2024	FASTER	2103	
	GC Fire Protection (2050590) - replacement batteries	Equipment	£ 144.44		16/02/2024	FASTER	2131	
	Tactical Facilities Management Ltd - Dog bin emptying (Jan)	Litterbin/main picking	£ 204.00	£ 204.00	16/02/2024	FASTER	4162	
	Deposit refund - inv 7556	Deposits/deposit returns	£ 100.00	£ 103.00	16/02/2024	FASTER	2182	

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Overpayment refund - inv 7556	Linear Income	£ 3.00		16/02/2024	FASTER	2179	
Castle Water (10001297354) - Jan	Water	£ 90.23	£ 90.23	16/02/2024	DD	2175	
Expenditure since previous meeting		£ 32,759.81	£ 32,759.81				