

Payment_Sheet_12_2023_2024

Items for payment presented to the Full Council meeting on Monday 11th March 2024

Members are requested to authorise the following payments made since the compilation of the agenda for the Full Council meeting on Monday 11th March 2024 and before the compilation of the agenda for the full council meeting on Monday 22nd April 2024

Minutes reference (where necessary)	Item	Centre	Charge	Total Payment	Payment date/cheque dated	Payment method	Cost code	Authorised by
	O2 (29375506) - Mobile phone	Telephone	£ 13.20	£ 13.20	05/03/2024	DD	1174	
	ION (12615) - PC back up and support	IT Expenditure	£ 161.40	£ 161.40	06/03/2024	DD	1170	
EMR 323	Amazon - Display stand and cloth for annual assembly	Community development	£ 28.74	£ 28.74	07/03/2024	CARD	3120	
	Mr D Prior - honorarium (Underwood Road Gates)	Caretaking (Gate unlocking)	£ 550.00	£ 550.00	08/03/2024	22202	3121	
	Tactical Facilities Management (1285) - Graffiti removal jct bx @ Holybrook	Neighbourhood Wardens scheme	£ 42.00	£ 42.00	08/03/2024	FASTER	3180	
	Claire Tull - expenses	Members expenses	£ 24.30	£ 68.10	08/03/2024	FASTER	1150	
	Claire Tull - whiteboard for Beansheaf Room	Equipment	£ 43.80		08/03/2024	FASTER	2131	
	Deposit refund - inv 7535	Deposits/deposit returns	£ 100.00	£ 100.00	08/03/2024	FASTER	2182	
	Relyon (42624) - Caretaking (Feb)	Caretaking	£ 774.00	£ 1,990.69	08/03/2024	FASTER	2121	
	Relyon (42624) - Cleaning (Feb)	Cleaning	£ 1,004.40		08/03/2024	FASTER	2123	
	Relyon (42624) - Cleaning products (Feb)	Cleaning products	£ 212.29		08/03/2024	FASTER	2124	
	DTS Cleaning Services (166) - window cleaning Feb	Cleaning	£ 155.00	£ 155.00	08/03/2024	FASTER	2123	

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	Sunshine Commercial Services (31377) - Grounds maintenance Feb	Grass/hedge cutting	£ 365.74	£ 365.74	08/03/2024	FASTER	4155	
	Wonderdoor Healer (687) - Repair to Linear Hall (RH) shutter	Shutter repairs	£ 300.00	£ 300.00	08/03/2024	FASTER	2166	
	Tactical Facilities Management (1313) - Bin empties, litter picking and meat removal	Neighbourhood Wardens scheme	£ 606.58	£ 769.78	08/03/2024	FASTER	3180	
	Tactical Facilities Management (1313) - Dog bins	Litterbin/main picking	£ 163.20		08/03/2024	FASTER	4162	
EMR 323	Tactical Facilities Management (1346) - collection of x 6 litter bags from Community Litter Pick	Litterbin/main picking	£ 16.78	£ 16.78	08/03/2024	FASTER	4162	
	Andrew Lenaghan - travel expenses (CSW equipment training)	Members expenses	£ 6.52	£ 6.52	08/03/2024	FASTER	1150	
	Sunshine Commercial Services (31522) - Annual Fence line cut-backs (Underwood)	Grass/hedge cutting	£ 288.00	£ 288.00	08/03/2024	FASTER	4155	
	Deposit refund - inv 7560	Deposits/deposit returns	£ 100.00	£ 100.00	08/03/2024	FASTER	2182	
	Deposit refund - inv 7562	Deposits/deposit returns	£ 100.00	£ 100.00	15/03/2024	FASTER	2182	
	Mrs Claire Tull - Chairman's Allowance (annual)	Chairman's allowance	£ 50.00	£ 50.00	15/03/2024	22203	1120	
	British Gas (878443895) - Gas	Gas	£ 320.17	£ 320.17	15/03/2024	DD	2146	
EMR 323	Newton Flags Ltd - D-Day remembrance flag	Community development	£ 22.80	£ 22.80	15/03/2024	CARD	3120	
	Survey Monkey - Annual Subscription	Subscriptions	£ 384.00	£ 384.00	19/03/2024	CARD	1168	
	Castle Water - water	Water	£ 112.23	£ 112.23	20/03/2024	DD	2175	
EMR 323. Minute reference CE12-23/24 a)	B&Q Vouchers - Annual Assembly Awards	Community development	£ 105.00	£ 105.00	20/03/2024	CARD	3120	

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EMR 323. Minute reference CE12-23/24 a)	John Lewis Vouchers - Annual Assembly Awards	Community development	£ 106.95	£ 106.95	20/03/2024	CARD	3120	
EMR 323	Amazon - Display stand for certificate	Community development	£ 19.98	£ 19.98	21/03/2024	CARD	3120	
	Andrew Adair - Travel Expenses	Staff expenses	£ 19.00	£ 50.05	21/03/2024	FASTER	1166	
	Andrew Adair - key cutting (shutter)	Equipment	£ 31.05		21/03/2024	FASTER	2131	
	West Berkshire Council - Returning officer recharge for administration of Parish Council election	Elections	£ 160.00	£ 160.00	21/03/2024	FASTER	1130	
	Deposit refund - invoice 7383	Deposits/deposit returns	£ 100.00	£ 100.00	21/03/2024	FASTER	2182	
	CostCutters UK - chair	Equipment	£ 72.66	£ 72.66	21/03/2024	FASTER	2131	
	HMRC - Tax and NI - February		£ 1,143.98	£ 1,143.98	22/03/2024	BACS		
	Abel Alarm Company Ltd - Intruder alarm annual support charge	Alarms -intruder/fire	£ 121.98	£ 121.98	25/03/2024	DD	2103	
	Moorepay (0432513) - Payroll admin	Payroll admin	£ 83.68	£ 83.68	25/03/2024	DD	1126	
	Deposit Refund - inv 7496	Deposits/deposit returns	£ 100.00	£ 100.00	26/03/2024	FASTER	2182	
	BT (Q09 8Z) - Centre payphone	Telephone	£ 85.32	£ 85.32	27/03/2024	DD	2174	
	Salaries - March		£ 5,500.32	£ 5,500.32	28/03/2024	BACS		
	SSE - Electricity	Electricity	£ 269.66	£ 269.66	28/03/2024	DD	2130	
103/23/24 g) ii. General Reserves	Lime Signs Ltd (LS_1430) - final 50% fee for new signs (Holymead) playground	Community development	£ 1,080.57	£ 1,080.57	28/03/2024	Faster	3120	
EMR 325. Minute reference 143/23/24 c)	Nurse Electrical Ltd - upgrade of old lights to LEDs in Beansheaf Centre	Redecorations	£ 3,415.06	£ 3,415.06	28/03/2024	FASTER	2163	
	Suez (33236111 - Refuse collection, February	Refuse collection	£ 278.82	£ 278.82	28/03/2024	DD	2162	

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	Deposit refund - inv 7587	Deposits/deposit returns	£ 100.00	£ 100.00	28/03/2024	FASTER	2182	
EMR 327. Minute reference 143/23/24 b)	Gordon Morris (2594184423): portable hearing loop system	Equipment	£ 6,433.22	£ 6,433.22	28/03/2024	FASTER	2131	
	JW Dance - refund for cancellation. Inv 7576	Linear Income	£ 12.75	£ 12.75	28/03/2024	FASTER	2179	
EMRs 327 and 321. Minute references: 31/22/23 c), 43/23/24 a) & b) & F20/23/24	West Berkshire Council - Contribution to kissing gate and surfacing at Hawkesbury Drive	Community development	£ 3,000.00	£ 3,000.00	28/03/2024	FASTER	3120	
EMR 327. Minute reference F24-23/24 b)	West Berkshire Council - contribution towards supply and installations of Memorial bench in Linear Park	Community development	£ 1,480.00	£ 1,480.00	28/03/2024	FASTER	3120	
	Relyon (42703) - Caretaking	Caretaking	£ 774.00	£ 1,778.40	28/03/2024	FASTER	2121	
	Relyon (42703) - Cleaning	Cleaning	£ 1,004.40		28/03/2024	FASTER	2123	
	Tactical Facilities Management Ltd (SI-1359): Bus shelter cleaning and removal of dog foul and meat	Neighbourhood Wardens scheme	£ 75.60	£ 75.60	28/03/2024	FASTER	3180	
EMR 323	Claire Tull - Refreshments for Annual Assembly & Framing of Freeman's Certificate	Community development	£ 115.61	£ 115.61	28/03/2024	FASTER	3120	
	Caroline Lenaghan: Travel Expenses	Staff expenses	£ 4.05	£ 34.47	28/03/2024	FASTER	1166	
	Caroline Lenaghan: Tea, coffee, milk etc	Office Sundries	£ 17.59		28/03/2024	FASTER	1165	
EMR 323	Caroline Lenaghan: Refreshments for litter pick	Community development	£ 7.84		28/03/2024	FASTER	3120	
	Caroline Lenaghan: Centre cleaning products	Cleaning products	£ 4.99		28/03/2024	FASTER	2124	
	West Berkshire Council (591641) - Annual contribution to Linear Park gate unlocking	Caretaking	£ 1,268.00	£ 1,268.00	28/03/2024	FASTER	2121	

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EMR 323	Trophy Store - replacement Annual Assembly trophies	Community development	£ 67.97	£ 67.97	28/03/2024	CARD	3120	
		Expenditure since previous meeting	£ 33,005.20	£ 33,005.20				