

# 24<sup>th</sup> September 2024

Minutes of the proceedings at the meeting of the FINANCE AND PERSONNEL COMMITTEE meeting held on this day in the Council Chamber, Town Hall, Wokingham from 7.30pm to 10:10 pm.

## **PRESENT**

Chair: Cllr M Gee

Councillors: Cllrs B Alvi, B Callender, R Comber, S Gurney (from 7:43pm), K Malvern, H Richards, I Shepherd-Dubey

## **IN ATTENDANCE**

RFO: Lisa Davison

Town Clerk: Katy Hughes

## **APOLOGIES FOR ABSENCE (Agenda Item 1)**

Cllr T Lack

## **MEMBERS' INTERESTS (Agenda Item 2)**

None

## **QUESTIONS FROM MEMBERS OR THE PUBLIC (Agenda Item 3)**

No questions were received.

## **MINUTES OF THE FINANCE AND PERSONNEL COMMITTEE MEETING (Agenda Item 4)**

It was proposed by Cllr M Gee and seconded by Cllr K Malvern and it was

**RESOLVED  
30916**

that the minutes of the proceedings of the meeting of the Finance & Personnel Committee held on 23<sup>rd</sup> July 2024, pages 17031 to 17039 be received as a true and correct record and that they be signed by the Chair.

A vote was taken. Of the seven members present, six members voted in favour, one member abstained from voting.

## **AUDIT – CONCLUSION OF EXTERNAL AUDIT (AGAR) TO 31<sup>st</sup> March 2024 (Agenda Item 5)**

(a) The members received and noted the External Auditor's certificate and completed external audit. The RFO was thanked for the successful conclusion of the audit and for there being no items on the AGAR requiring attention.

(b) It was proposed by Cllr B Callender, seconded by Cllr H Richards and it was

**RESOLVED  
30917**

that the closure notice and completed AGAR documents had been published in line with regulations.

A vote was taken and was unanimous.

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## **HIRE CHARGES FOR WOKINGHAM TOWN COUNCIL'S FACILITIES (Agenda Item 6)**

Cllr I Shepherd-Dubey declared an interest in room hire charges due to Wokingham Borough Council hiring facilities and therefore did not vote.

The members discussed the Clerk's recommendations for increases to hire rates and noted the following:-

- That WBC are charged the community hire rates so as not to pass on a higher rate in council tax charges.
- WTC market rates are generally in line with other local comparable markets at £20 per pitch.
- Water charges for allotments do not cover the cost of all water used, but there are limitations in place for plot holders not being permitted to use water hoses.
- Letters are to be sent to allotment holders early in October to advise of the new rates from 1<sup>st</sup> November 2024 together with new prices effective from 1<sup>st</sup> November 2025. The Town Clerk was asked to include a reference to water charges not covering all costs actually incurred in this letter.
- The Town Clerk gave a verbal update on the recent use of the Elms Field grounds by a funfair and confirmed that no issues arose that needed to be reported.

**RESOLVED  
30918**

3.1) It was proposed by Cllr R Comber, seconded by Cllr B Callender and it was to increase Town Hall and Woosehill room charges in line with the Town Clerk's recommendations in report 19/2024.

A vote was taken. Of the seven members present, six were in favour, Cllr I Shepherd-Dubey abstained.

**RESOLVED  
30919**

3.2 to 3.5) It was proposed by Cllr I Shepherd-Dubey, seconded by Cllr H Richards and it was

to increase wedding, allotment and market stall charges and to delegate the rental and deposit charges for the use of outside spaces to the Town Clerk and Grounds and Bloom Officer in line with the Town Clerk's recommendations in report 19/2024.

A vote was taken and was unanimous.

## **ACCOUNTS PAYABLE (Agenda Item 7)**

The following list of payments from the Clerk's Drawing Account and the F&P Account were received. It was proposed by Cllr B Alvi, seconded by Cllr K Malvern and it was

**RESOLVED  
30920**

to approve:

CHAIR INITIALS \_\_\_\_\_



- (a) the list of costs from 1<sup>st</sup> July 2024 to 31<sup>st</sup> August 2024 totalling the sum of £205,920.54 paid from the F & GP Account, this includes £90,000 in transfers to the Clerk's A/C together with the list of invoices over £500.
- (b) the list of costs from 1<sup>st</sup> July 2024 to 31<sup>st</sup> August 2024 totalling the sum of £103,537.66 paid from the Clerks Drawings account.

A vote was taken and was unanimous.

### **FINANCIAL REPORTS (Agenda Item 8)**

The Town Clerk gave a verbal report on the following financial reports which were received and noted:

- (a) Income and Expenditure to 31<sup>st</sup> August 2024.
- (b) Balance Sheet as 31<sup>st</sup> August 2024.
- (c) Revenue monitoring report to 31<sup>st</sup> August 2024.

An updated copy of the Monitoring Report was provided to the members as the report contained in the agenda included errors to the profiled budget, although the actual income and expenditure costs were correct. The Town Clerk advised that since 31<sup>st</sup> August the second payment of the precept was received in September.

The RFO advised that the "Year end expected variance" column of the monitoring report would be populated for the November meeting following discussions with officers to consider 2024/25 year-to-go income and costs together with budget planning for 2025/26. Current expectations are that total income will overshoot the annual budget, although one site is likely to see a shortfall.

- (d) The RFO gave a verbal report that following efforts to chase payments of overdue invoices, there was a balance of £579.67 that is unlikely to be recovered. Most of these balances relate to market fees for traders that no longer attend. A record of these traders will be retained so that they will be required to clear their outstanding debt before any new booking is accepted.

It was proposed by Cllr R Comber, seconded by Cllr I Shepherd-Dubey and it was

**RESOLVED  
30921**

to write off a balance of £579.67 composed of bad debts and credit balances and to note that a list of those traders/ hirers for any future enquiries.

A vote was taken and was unanimous.

### **INVESTMENT UPDATE AND REVIEW (Agenda Item 9)**

(b) The Town Clerk gave a verbal update as follows:

- Members noted that analysis had been done to assess monthly expenditure and income for the last two financial years to identify the peaks and troughs in bank balances. £380,000 was identified as a sum that could be comfortably repurposed into an account offering a better return.

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- Different account options with indicative interest rates and yield were provided but may no longer be available to take up, and recommended that a resolution should not be specific to a bank/ provider or type of account.
- CCLA gives the highest return of the options presented was CCLA with whom the council already has a £440,000 investment.
- Bank account options have been provided but neither the Town Clerk nor RFO are able to offer advice or make recommendations.

Members discussed the options and considered their individual preferences to:-

- exposure with one organisation/ using a second bank,
- level of risk,
- the length of the term,
- availability of the CCLA 1-day notice cash fund and the likelihood of interest rates falling in the short term were also considered.

**RESOLVED  
30922**

It was proposed by Cllr M Gee, seconded by Cllr R Comber and it was

to transfer into one bank, of comparable standing to Redwood or Cambridge & Counties for a period of approximately three months in the amount of £380,000.

A vote was taken and was unanimous

(a) Members noted the latest value as at 31<sup>st</sup> August 2024 for the current holding of LAPF at a mid-value of £91,405.25 (31<sup>st</sup> March 2024 £91,816).

Members discussed and considered the risks and benefits of diversifying risk and also noted that the value of the capital invested had fallen by about £10,000 in eight years, but the return had exceeded those that might have been generated if the money had been invested elsewhere. The Town Clerk advised that the notice period to withdraw from LAPF is six months and that the value paid would be the mid-value on the sale date.

The members decided to leave the units where they are and as such no resolution was required.

**CIL MONITORING REPORT AND SPENDING REQUEST (Agenda item 10)**

(a) The Town Clerk gave a verbal update on the CIL income and expenditure report to August 2024 and that the future CIL values cannot be guaranteed. It was also advised that the previously identified provider has withdrawn their interest in running the Matthew's Green community centre. Expressions of interest in running the community centre are currently being sought by WBC. The council are also likely to receive co-funding requests in October for two pedestrian crossings in the town area.

(b) The members considered a funding request from the P&T Committee and Cllr N Nagella to replace a community noticeboard at Norreys Avenue which is in poor repair.

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**RESOLVED  
30923**

It was proposed by Cllr M Gee, seconded by Cllr S Gurney and it was to fund a new noticeboard at £2,000 to be designed according to best principles, be branded with Wokingham Town Council and for the Norreys area councillors to keep an eye on its condition.

A vote was taken and was unanimous

**ARTS AND CULTURE COMMITTEE – BUDGET COMMITMENT REQUEST  
(Agenda Item 11)**

Cllr B Callender reported on the request by the Arts and Culture Committee to request a budget increase for the 2025 Children’s Fun Day. The total value requested of £19,505 is composed of an extra £500 to fund additional face painting provision together with an extra 5% of the 2024 budget. The 5% uplift is mainly for inflation but also enables the A&C Officer to negotiate prices and does not necessarily mean it will be spent. The total cost of the event to a Band D property is £1.04. The estimated attendance is 3000 people resulting in a cost per attendee of approximately £6.03.

It was proposed by Cllr H Richards and seconded by Cllr I Shepherd-Dubey and it was

**RESOLVED  
30924**

to approve a budget 2025/6 increase for the Children’s Fun Day to £19,505.

A vote was taken. Six members were in favour and two abstained.

**BUDGET REQUESTS (Agenda item 12)**

- (a) The Town Clerk provided costings for a website upgrade. As a local authority we are required to comply with website accessibility. The existing website uses WordPress that makes compliance difficult. A proposal was costed at £1,800 to develop a website that would be externally built and would be compliant with WCAG2.2AA. This cost includes the rebuild cost, moving existing data across and the first year of compliance monitoring. From the second year onwards there would be an annual subscription fee of £800 composed of £300 website subscription, £300 monitoring compliance and £200 for additional storage mainly for the virtual museum.

The members considered the proposal and identified the importance that the website should be easy to update and ensure accessibility.

It was proposed by Cllr M Gee and seconded by Cllr S Gurney and it was

**RESOLVED  
30925**

to agree that the committee delegate the final decision to the Town Clerk and Cllr S Gurney (as a consultant) of obtaining the best outcome for the council within the cost of £1,800 website rebuild and £800pa support fee as an in-year budget request funded by general reserves.

A vote was taken and it was unanimous.

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- (b) The Town Clerk reported that the previous council took the decision to seek museum accreditation in 2019. Some progress has been made but the appointment of a University of Reading Museum Studies summer intern for a period of 10 weeks identified the amount of work that would be required. It has also shown that the council does not currently have the necessary resource or expertise. Therefore the committee needs to consider whether to resource the museum better or whether it accepts that accreditation cannot be achieved and to pull back on Open Days.

The Town Clerk presented ongoing costs of £32,571 for staffing together with one-off costs totalling £5,500. Consideration would also need to be taken of the need for extra office space to accommodate an additional officer and possible costs associated with loss of income depending on the option chosen.

The income lost from use of each of the spaces identified was discussed.

If approved, recruitment for the role would not start until April 2025.

The members discussed and considered the importance of preserving the council's heritage and expanding the virtual museum.

It was proposed by Cllr S Gurney and seconded by Cllr B Callender and it was

**RESOLVED  
30926**

to agree to 5.1 of the Town Clerk's report 24/2024 to recruit a Museum Officer to provide resource for museum accreditation.

A vote was taken. Four members were in favour and four abstained. Of the four who voted, all were in favour and therefore it was resolved.

5.2) of TC 24/2024 – no decision was made at the meeting with a request to the Town Clerk for a feasibility study on office space for the additional employee

- (c) There were no other budget requests.

#### **GRANTS (Agenda item 13)**

- (a) The Town Clerk gave a verbal report that 33 applications to the main grant had been received and was oversubscribed with a total value of c£177,000 being requested. Some members have responded to the Town Clerk's request to advise of any declarations of interest in the organisations from whom grant applications have been received. The remaining members were asked to respond to the Town Clerk as soon as possible. Packs are to be sent out later in the week/ early next week . Members will be asked to review and use the agreed scoring mechanism (which will form part of the decision-making process) and also to reach out to the organisations for any further information necessary. Members should come prepared with their scoring and be ready to give an 'elevator pitch' of their reviews to the November grant meeting. Cllr M Gee asked members to let the Town Clerk know if they were unable to attend

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the Grants meeting and if a review of grant applications had already been undertaken to send any notes to the Town Clerk.

(b) The members received and considered the following applications received for Culture and Community Grant Fund:-

- (i) Victory Theatre project – to provide funding for a public event. The total cost is £6,350 of which a grant for £2,000 was requested and agreed.
- (ii) Crowthorne Symphony Orchestra – total cost to run three events was £23,150 for which a grant for £1,000 was requested and agreed.
- (iii) CLASP – a request for £3,000 to fund a celebration event for members/ trustees and volunteers was received. The total cost was £4,570. The members discussed the application and decided a £500 donation should be given.

It was proposed by Cllr M Gee and seconded by Cllr R Comber and it was

**RESOLVED  
30927**

to agree the amounts (i) to (iii) be communicated and paid over to the organisations.

A vote was taken. Seven members were in favour, one abstained.

#### **STANDING FINANCIAL REGULATIONS (Agenda item 14)**

- (a) The Town Clerk gave a verbal report that the NALC model financial regulations were received earlier in 2024. The RFO has reviewed its content together with the council's existing Standing Finance Regulations and practices to provide new SFRs for consideration to adopt.

It was noted by Cllr R Comber that s5.3 should be amended to read Finance and Personnel Committee instead of Full Council.

It was proposed by Cllr M Gee and seconded by Cllr B Alvi and it was

**RESOLVED  
30928**

to receive, consider and recommend the updated SFRs to full council for adoption, following the amendment to s5.3 and to provide an explanation of the colour differences in the document.

A vote was taken and it was unanimous.

- (b) The members noted, in accordance with the council's current SFRs the RFO and Town Clerk are the authorised signatories of WTC bank accounts.

- (c) It was proposed by Cllr S Gurney and seconded by Cllr H Richards and it was

**RESOLVED  
30929**

to receive and approve, in line with the council's SFRs, a list of suppliers paid by Direct Debit and/ or Standing Order.

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A vote was taken and it was unanimous.

**CYCLE TO WORK SCHEME (Agenda item 15)**

The Town Clerk reported that since writing TC 21/2024 the scheme may be more popular than first thought as it has not yet been advertised to all staff. Funds would be paid from general reserves to pay for a bike to be used as part of the Cycle to Work Scheme and for the loan to be recouped over a 12 month period through salary sacrifice. Salary sacrifice would also reduce the liability for employer's NI contribution. Wokingham Borough Council have offered use of the secure storage facility at Shute End to those taking up the Cycle to Work Scheme.

It was proposed by Cllr M Gee and seconded by Cllr S Gurney and it was

**RESOLVED  
30930**

for the council to sign up to the Cycle to Work scheme and sums would be made available from general reserves for officers in accordance with the scheme. This would be recouped over 12 months from employees via salary sacrifice. The scheme would be open ended until such time as legislation changes.

A vote was taken and it was unanimous.

**RESERVES (Agenda item 16)**

The Town Clerk gave a verbal report on the need for an earmarked reserve for security costs at £10,000 be set up. Such costs could not otherwise be used as required as the Town Clerk would not have the authority to spend an amount not budgeted.

It was proposed by Cllr H Richards, seconded by Cllr I Shepherd-Dubey and it was

**RESOLVED  
30931**

to transfer £10,000 to an earmarked reserve or security costs to be spent as required.

A vote was taken. Seven members voted in favour and one abstained.

**WHA REQUEST (Agenda item 17)**

Cllr S Gurney and Cllr R Comber declared an interest in this item.

The Town Clerk gave a verbal update that since the last meeting Cllrs S Gurney, K Malvern, B Callender, R Comber, T Lack, A Medhurst, the Allotment Officer and Town Clerk visited the site and met with and their consultant Iconic. Useful discussions took place with two schemes identified for the building's refurbishment. The original request for £30,000 involved recoating the roof to extend its life to ten years but, without guarantee. The latest scheme replaces the roof, giving it a lifespan of 30 years with a cost of £40,000.

The WHA are now requesting £40,000. Of the remaining funding required they are confident they can secure £20,000 from National Lottery. To request higher funding from National Lottery up to their required £30,000 would take longer and delay the project by 18 months (compared to 16 weeks for £20,000). For the

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higher value WHA can ask for part funding for the project but, under the terms and conditions of National Lottery would not be able to start the project until they received the funds. WHA would be grateful of receiving a response to their request as soon as possible to be able to progress their application to the National Lottery.

The Town Clerk reminded the members that the committee can only agree to spend up to £25,000, higher requests would need to go to Full Council.

The members discussed the works and its importance due to its central location in Wokingham, the benefit of such a facility to the wider community and the importance of replacing the roof to meet building regulations. However, there was a concern that the refurbished facility might not be used as fully as possible.

It was proposed by Cllr M Gee, seconded by Cllr B Callender and it was

**RESOLVED  
30932**

to recommend that the funding be provided from CIL with the majority of F&P's members in favour of agreeing to the request for £40,000, that the project meets any legislation for planning or building regulations and that there be a requirement that an annual report is provided as to the uses of the building.

A vote was taken. Six members voted in favour with abstentions by Cllr R Comber and Cllr S Gurney.

*It was proposed by Cllr M Gee, seconded by Cllr H Richards and it was*

**RESOLVED  
30933**

*to extend the meeting by up to 30 minutes to 10:30pm.*

*A vote was taken. Seven members voted in favour with one abstaining.*

**COMMITTEE INFORMATION (Agenda item 18)**

- (a) No information items were raised by members.
- (b) No specific items for marketing purposes were identified.

**EXCLUSION OF PRESS AND PUBLIC (Agenda Item 19)**

It was proposed by Cllr M Gee, seconded by Cllr H Richards and it was

**RESOLVED  
30934**

that in view of the confidential nature of the business about to be transacted i.e. commercial, financial and personnel, it was advisable in the public interest that the press and public be temporarily excluded and instructed to withdraw.

A vote was taken and it was unanimous.

*The RFO left the meeting at 9:56pm*

**STAFF PERFORMANCE RELATED PAY AWARDS (Agenda item 20)**

Members reviewed the Town Clerk's Confidential report TC20/2024. Following discussion, it was proposed by Cllr H Richards and seconded by Cllr B Alvi and members

CHAIR INITIALS \_\_\_\_\_



To approve the recommendation of the Town Clerk.  
A vote was taken and it was unanimous.

**RESOLVED  
30935**

**STAFFING UPDATE (Agenda Item 21)**

Members reviewed the Town Clerk's Confidential report TC22/2024. Following discussion it was proposed by Cllr R Comber and seconded by Cllr B Callender and members

To approve the recommendation of the Town Clerk  
A vote was taken and it was unanimous.

**RESOLVED  
30936**

The meeting ended at 10.10pm

CHAIR INITIALS \_\_\_\_\_



## F &amp; P and Current Accounts

## List of Payments made between 01/07/2024 and 31/08/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/07/2024	Grenke Leasing Limited	Std Ord	257.26		Hire of copier
01/07/2024	Wokingham Borough Council	Std Ord	3,085.00		Town Hall Chambers 2104329
05/07/2024	Google Ireland Limited	DDR 050724	48.00		5009406395/Google Ireland Limi
05/07/2024	O2	DDR 0507	353.89		31190253/O2
05/07/2024	Barclaycard Commercial	DDR 100724	44.00		010034750624/Barclaycard Comme
08/07/2024	Alliance CFM Limited	Std Ord	132.00		TH heating contract
08/07/2024	Alliance CFM Limited	Std Ord	60.00		WH Heating contract
08/07/2024	Hiscox	Std Ord	2,401.99		WTC insurance payment 23/4
10/07/2024	HMRC	DDR	200.06		HMRC
10/07/2024	HMRC	DDR	200.06		HMRC
11/07/2024	DD MAYOR	DD MAYOR	2,075.00		DD MAYOR
11/07/2024	Clerk's Drawings Account	Imprest	5,000.00		Tx Main to Clerks
16/07/2024	SAGE	Std Ord	66.00		Payroll
16/07/2024	Castle Water Limited	DDR 160724	63.86		10002740735/Castle Water Limit
18/07/2024	Barclaycard Commercial	DDR 180724	3,231.26		2097945/Barclaycard Commercial
18/07/2024	Castle Water Limited	DDR 180724	35.29		10002839912/Castle Water Limit
18/07/2024	Barclaycard Commercial	DDR180724	50.45		WAIT 130624/Barclaycard Commer
19/07/2024	Total Gas & Power Ltd	ddr 190724	469.48		345316273/24/Total Gas & Power
19/07/2024	Castle Water Limited	DDR 190724	6.06		10002877179/Castle Water Limit
19/07/2024	Total Gas & Power Ltd	DDR190724	4,893.48		345316262/24/Total Gas & Power
23/07/2024	BACS P/L Pymnt Page 5062	BACS Pymnt	21,322.49		BACS P/L Pymnt Page 5062
23/07/2024	BACS P/L Pymnt Page 5066	BACS Pymnt	12,150.00		BACS P/L Pymnt Page 5066
23/07/2024	Clerk's Drawings Account	Imprest	20,000.00		Imprest
23/07/2024	230724 Bloom	BACS	63.15		230724 Bloom
25/07/2024	HMRC	DDR	9,368.89		HMRC
26/07/2024	ARVAL	DD	599.24		HK72 FNE WO7317
01/08/2024	Wokingham Borough Council	Std Ord	3,085.00		Town Hall Chambers 2104329
06/08/2024	O2	DDR 060824	431.51		31771216/O2
07/08/2024	BACS P/L Pymnt Page 5081	BACS Pymnt	11,615.91		BACS P/L Pymnt Page 5081
07/08/2024	Clerk's Drawings Account	Imprest	35,000.00		Imprest
07/08/2024	Google Ireland Limited	DDR 070824	48.00		Purchase Ledger DDR Payment
08/08/2024	Alliance CFM Limited	Std Ord	132.00		TH heating contract
08/08/2024	Alliance CFM Limited	Std Ord	60.00		WH Heating contract
08/08/2024	HISCOX	Direct Deb	2,525.09		WTC main insurance
12/08/2024	Barclaycard Commercial	DDR 120824	57.86		10034750724/Barclaycard Commer
16/08/2024	SAGE	Std Ord	66.00		Payroll
19/08/2024	Barclaycard Commercial	DDR 190824	2,635.75		7528360/Barclaycard Commercial
19/08/2024	Barclaycard Commercial	DDR190824	150.45		100892/Barclaycard Commercial
19/08/2024	Castle Water Limited	141.40	141.40		1003081510/Castle Water Limite
20/08/2024	Total Gas & Power Ltd	DDR 200824	419.02		348313586/24/Total Gas & Power
21/08/2024	BACS P/L Pymnt Page 5091	BACS Pymnt	19,058.30		BACS P/L Pymnt Page 5091
22/08/2024	Clerk's Drawings Account	Imprest	30,000.00		Tx Main to Clerks
26/08/2024	ARVAL	DD	599.24		HK72 FNE WO7317
27/08/2024	BACS P/L Pymnt Page 5095	BACS Pymnt	2,500.00		BACS P/L Pymnt Page 5095
28/08/2024	Focus Group	DDR 280824	1,056.18		6828963/Focus Group
29/08/2024	HMRC	DDR	10,161.92		HMRC
		<b>Total Payments</b>	<b>205,920.54</b>		

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## Clerk's Drawings Account

## List of Payments made between 01/07/2024 and 31/08/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/07/2024	Peninsula	Std Ord	167.44		HR support
01/07/2024	Wokingham Borough Council	Std Ord	337.00		Market tolls 1016075
01/07/2024	Wokingham Borough Council	Std Ord	352.00		Woosehill 101493X
01/07/2024	Wokingham Borough Council	Std Ord	329.00		Info Centre TH 1045161
01/07/2024	Wokingham Borough Council	Std Ord	259.00		Town Hall Chambers 2035191
01/07/2024	Wokingham Borough Council	Std Ord	250.00		Town Hall Chambers 2239762
08/07/2024	BACS P/L Pymnt Page 5058	BACS Pymnt	923.00		BACS P/L Pymnt Page 5058
11/07/2024	BACS P/L Pymnt Page 5055	BACS Pymnt	4,848.31		BACS P/L Pymnt Page 5055
11/07/2024	BACS P/L Pymnt Page 5057	BACS Pymnt	1,265.72		BACS P/L Pymnt Page 5057
11/07/2024	F & P and Current Accounts	DD MAYOR	2,075.00		Error cashbook
15/07/2024	July salary	BACS	31,674.42		July salary
19/07/2024	Castle Water Limited	DDR 190724	15.63		10002876173/Castle Water Limit
23/07/2024	BACS P/L Pymnt Page 5063	BACS Pymnt	3,157.62		BACS P/L Pymnt Page 5063
23/07/2024	BACS P/L Pymnt Page 5067	BACS Pymnt	220.55		BACS P/L Pymnt Page 5067
23/07/2024	F & P and Current Accounts	cashbook	63.15		cashbook 230724 Bloom
23/07/2024	030724 DD	BACS	200.00		030724 DD
23/07/2024	230724 Staff DD	BACS	432.60		230724 Staff DD
25/07/2024	BACS P/L Pymnt Page 5068	BACS Pymnt	2,248.87		BACS P/L Pymnt Page 5068
29/07/2024	Focus Group	DDR 290724	134.09		6827946/Focus Group
29/07/2024	Focus Group	DDR290724	921.44		6828066/Focus Group
30/07/2024	BACS P/L Pymnt Page 5075	BACS Pymnt	2,099.80		BACS P/L Pymnt Page 5075
30/07/2024	MAYOR STAFF	MAYOR STAFF	550.20		MAYOR STAFF
31/07/2024	BACS P/L Pymnt Page 5077	BACS Pymnt	563.64		BACS P/L Pymnt Page 5077
31/07/2024	DD	DD	500.00		DD
01/08/2024	Peninsula	Std Ord	167.44		HR support
01/08/2024	Wokingham Borough Council	Std Ord	337.00		Market tolls 1016075
01/08/2024	Wokingham Borough Council	Std Ord	352.00		Woosehill 101493X
01/08/2024	Wokingham Borough Council	Std Ord	329.00		Info Centre TH 1045161
01/08/2024	Wokingham Borough Council	Std Ord	259.00		Town Hall Chambers 2035191
01/08/2024	Wokingham Borough Council	Std Ord	250.00		Town Hall Chambers 2239762
05/08/2024	Bank charges	DD	15.00		Bank charges
07/08/2024	BACS P/L Pymnt Page 5078	BACS Pymnt	4,054.23		BACS P/L Pymnt Page 5078
13/08/2024	BACS P/L Pymnt Page 5082	BACS Pymnt	1,966.64		BACS P/L Pymnt Page 5082
13/08/2024	BACS P/L Pymnt Page 5083	BACS Pymnt	2,230.30		BACS P/L Pymnt Page 5083
13/08/2024	DD	DD	400.00		DD
15/08/2024	Aug salary	BACS	35,459.38		Aug salary
16/08/2024	Castle Water Limited	DDR 160824	257.35		10003033993/Castle Water Limit
21/08/2024	BACS P/L Pymnt Page 5090	BACS Pymnt	2,083.45		BACS P/L Pymnt Page 5090
21/08/2024	Castle Water Limited	DDR 210824	16.15		10003166649/Castle Water Limit
21/08/2024	Staff Bloom DD	BACS	261.54		Staff Bloom DD
27/08/2024	BACS P/L Pymnt Page 5096	BACS Pymnt	1,310.70		BACS P/L Pymnt Page 5096
29/08/2024	DD	BACS	200.00		DD
		<b>Total Payments</b>	<b>103,537.66</b>		

CHAIR INITIALS \_\_\_\_\_

