



Winnersh Parish Council

Winnersh Community Centre
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MINUTES OF THE ANNUAL MEETING OF WINNERSH PARISH COUNCIL HELD REMOTELY ON TUESDAY 4 MAY 2021

PRESENT: Cllrs P Fishwick (Chairman); P Bray; S Hanna; G Harper;
R Shepherd-DuBey; J Southgate; C Taylor; L Wooldridge.

IN ATTENDANCE: P Stoneman (Clerk); Kate Lang (Assistant Parish Clerk) and
Joanne Yeomans (Community Engagement & Lettings Officer).

- 1 ELECTION OF CHAIRMAN:** Cllr Fishwick opened the meeting and invited nominations for the position of Chairman. Cllr Wooldridge nominated Cllr Fishwick to serve as Chairman for the coming year. This was seconded by Cllr Bray and was unanimously agreed.
- 2 DECLARATION OF ACCEPTANCE OF OFFICE:** As this was a virtual meeting, it was **RESOLVED** that Cllr Fishwick, having agreed to sign the acceptance of office form, would do so at a later date. **ACTION: CLERK**
- 3 ELECTION OF VICE-CHAIRMAN:** Cllr Fishwick invited nominations for the position of Vice-Chairman. Cllr Bray nominated Cllr Wooldridge to serve as Vice-Chairman for the coming year. This was seconded by Cllr Hanna and was unanimously agreed.
- 4 APOLOGIES FOR ABSENCE:** Cllr K Bradeepan and Cllr B Krauze.
- 5 DECLARATIONS OF INTEREST:** None.
- 6 CHAIRMANS STATEMENT/ANNUAL REPORT (MAY 2020 - APRIL 2021)**
 - 6.1** Cllr Fishwick read out his report (Appendix 1) and thanked councillors and staff for the support they had given him throughout the year. Councillors responded by thanking him for the considerable time and effort that he continued to invest as a Parish Councillor and particularly in his role as Chairman.

7 MINUTES OF THE LAST MEETING AND MATTERS ARISING

- 7.1 The minutes of the Parish Council meeting held on the 13 April 2021 were **AGREED**, and the Parish Council **RESOLVED** that the Chairman sign them as a true record.
- 7.1.1 Item 3.1: The meeting with allotment holders would take place after the planning application had been submitted.
- 7.1.2 Item 9.4: The Clerk confirmed that a response had been provided to WBC.
- 7.1.3 Item 10.2: Cllr Wooldridge confirmed that feasibility and the preparation of business cases for capital projects was work in progress.
- 7.1.4 Item 11.2: The Clerk explained that he had liaised with Castle Water and it was confirmed that established billing practice was to invoice 2 months in arrears and 4 months in advance.
- 7.1.5 Item 11.4: The Clerk confirmed that the VAT return related to Q2/Q3 2020/21.
- 7.1.6 Item 11.6: It was agreed that all councillors would have 'read' access to the UNITY bank account statements to assist with signing off the monthly bank reconciliation.
- 7.1.7 Item 12.1: The APC advised that an email had been received from Glasdon confirming that the recycling/general waste bins were now in the process of being manufactured.

8 COVID-19 PANDEMIC

- 8.1 The Clerk and CELO gave an update on the recent re-opening of the Community Centre and the limited number of hirers that had been able to return.
- 8.2 The Clerk explained that Wokingham Borough Council were in the process of identifying potential car parks to put two large (portacabin size) vehicles as bases for lateral flow testing (LFT).
- 8.3 A discussion took place about the suitability of the Community Centre car park and whilst the council were keen to support initiatives to enable LFT in the community it was felt that the car park was probably too small. The Clerk was asked to liaise with WBC about the requirement and to suggest other sites including at Winnersh Triangle, Showcase Cinema and Sainsburys. **ACTION: CLERK**

9 COUNCILLOR VACANCIES

- 9.1 The Chairman set out a proposal for the recruitment of co-opted councillors.
- 9.2 The suggested process and timescale was to advertise the vacancies (currently three) in June and invite candidates to meet councillors and present their applications to Full Council in July. The successful candidates would then be invited to join the Council in September 2021.

- 9.3 The proposal was **AGREED** and the Clerk was asked to progress the recruitment process. **ACTION: CLERK**

10 APPOINTMENT OF COUNCILLORS TO STANDING COMMITTEES:

- 10.1 The following appointments to standing committees were agreed:-
- 10.2 Finance & General Purposes: Cllrs P Bray; P Fishwick; G Harper; R Shepherd-DuBey; J Southgate; L Wooldridge.
- 10.2.1 It was Proposed by Cllr Harper, Seconded by Cllr Shepherd-DuBey and unanimously agreed that Cllr Southgate would open the next F&GP meeting.
- 10.3 Recreation & Amenities: Cllrs P Fishwick; S Hanna; J Southgate; L Wooldridge.
- 10.3.1 It was Proposed by Cllr Hanna, Seconded by Cllr Fishwick and unanimously agreed that Cllr Wooldridge would open the next R&A meeting.
- 10.4 Planning: Cllrs P Fishwick; B Krauze; F Obileye; C Taylor.
- 10.4.1 Cllr G Harper and Cllr L Wooldridge offered to join the Planning committee on a temporary basis until after the process of co-option, when new councillors would be invited to join the committee.
- 10.4.2 It was Proposed by Cllr Fishwick, Seconded by Cllr Wooldridge and unanimously agreed that Cllr Taylor would open the next Planning meeting.
- 10.4.3 A discussion took place about the renaming of the Planning Committee to Planning, Environment & Transportation Committee (PET). Whilst some councillors were in favour of the change, others felt that the name was too long and questioned the need to change it.
- 10.4.4 The Clerk was asked how other Parish Councils named their committee's and it was explained that it was not unusual to add environment and/or transport and there were several examples locally of this.
- 10.4.5 Cllr P Bray suggested that the Planning Committee be asked to consider the name, and this was unanimously agreed. **ACTION: CLLR TAYLOR/APC**

11 APPOINTMENT OF COUNCILLORS TO WORKING GROUPS

- 11.1 The following appointments were made to Working Groups:-
- 11.2 Climate Change Emergency: Cllrs P Fishwick; B Krauze; R Shepherd DuBey.
- 11.3 Winnersh Sustainable Transport Group: Cllrs P Fishwick; P Bray; S Hanna.
- 11.4 History Project: Cllrs L Wooldridge; P Fishwick, J Southgate.

12 WINNERSH FUEL ALLOTMENT TRUSTEES

- 12.1 Cllr Harper referred to his report, circulated in advance of the meeting (Appendix 2) giving an update on the work of the Trust.
- 12.2 Cllrs G Harper, P Bray and J Southgate all agreed to remain as trustees and that was ratified by the Council.

13 HURST CONSOLIDATED CHARITIES TRUSTEES

- 13.1 Cllr Harper agreed to remain as a trustee and that was ratified by the Council.

14 APPOINTMENTS TO OUTSIDE BODIES

- 14.1 The following appointments were agreed:-
- 14.2 WDALC/BALC: Cllr G Harper.
- 14.3 Borough/Parish Liaison Forum: Cllr S Hanna with Cllr G Harper as deputy.
- 14.4 Wokingham Cultural Alliance: Cllr L Wooldridge.

15 PUBLIC SESSION: There were no members of the public in attendance.

16 WOKINGHAM BOROUGH COUNCIL MATTERS:

- 16.1 Cllr P Fishwick and Cllr P Bray had circulated reports in advance of the meeting (Appendix 3). There were no questions.

17 PARISH COUNCILLORS QUESTIONS ON PARISH MATTERS

- 17.1 There were no questions received in advance of, or asked at, the meeting.

18 REPORTS FROM OUTSIDE BODIES

- 18.1 There were no reports. It was noted that the draft minutes of the Borough Parish Liaison Forum held on the 12 April 2021, attended by Cllr S Hanna and Cllr G Harper had been circulated in advance of the meeting.

19 WINNERSH SUMMER FETE

- 19.1 Cllr Southgate provided an update on plans to hold the Fete on the 4 September. Arrangements were progressing well, although the involvement of WBC's Tenancy Service Team could not be confirmed until issues around staff safety (Covid-19 related) and insurance had been considered and resolved.
- 19.2 The next Fete Working Group meeting would be held on the 2 June 2021 at 19.30.

20 CLIMATE CHANGE EMERGENCY

- 20.1 Cllr Fishwick had circulated a report in advance of the meeting (Appendix 4) and there were no questions.

21 WINNERSH SUSTAINABLE TRANSPORT GROUP

- 21.1 Cllr Fishwick had circulated a report in advance of the meeting (Appendix 5) and there were no questions.

22 HISTORY PROJECT

- 22.1 Cllr Wooldridge had circulated a report in advance of the meeting (Appendix 6) and there were no questions.

23 SCHEDULE OF PAYMENTS

- 23.1 The schedule of payments, due since the last meeting, was considered and upon the **PROPOSAL** of Cllr S Hanna, **SECONDED** by Cllr C Taylor, the Parish Council **RESOLVED** to make payments totalling £18,436.28 as shown in Appendix 7.
- 23.2 The APC explained that there were a small number of invoices due, including ITQED and these had been delayed due to the bank holiday. The payments would be added to UNITY bank for authorisation when the invoices were received and they would be made available to the councillors authorising payments.
- 23.3 The Clerk advised that Berkshire Construction, who were in the process of completing the cladding works to the Community Centre, would shortly be submitting a final invoice. The Clerk explained that there had been some additional costs, including replacement of rotten timbers, 3 extractor fans and additional cladding works that had been agreed as the works progressed. This would increase the original quote by £4,913.28 and when added to the remaining outstanding balance (60%) of the original quote would result in a payment due of £22,537.36 (£18,781.13 + VAT of £3,756.36). It was **AGREED** that this would be paid, in liaison with Cllr Wooldridge (Chair of R&A Committee), when the invoice had been received. **ACTION: CLERK/APC**
Post meeting note: an additional cost of £64 was added for a new floodlight and sensor, resulting in a total cost of £18,845.13 +VAT.
- 23.4 The bank balance on 31 May 2021 was provisionally £246,657.59. The APC advised that the statement for the NatWest Reserve Account had not yet been received and the figure of £21,135.02 had been used based on last months statement. The NatWest Current Account was confirmed as £8,555.92 and the UNITY Current Account was confirmed as £216,966.65.

24 CORRESPONDENCE

- 24.1 The Clerk had circulated several items of correspondence in advance of the meeting and there were no additional items presented at the meeting.

25 ITEMS CONSIDERED URGENT BY THE CHAIRMAN

- 25.1 A discussion took place about the future of virtual meetings and the legislative requirement to return to 'in person' meetings with effect from the 7 May 2021.

- 25.2 Councillors were concerned about the return to ‘in person’ meetings before the 21 June, at which time it was expected, subject to review, that the government would lift the current restrictions relating to COVID-19.
- 25.3 In accordance with the advice from the Hampshire Association of Local Councils (HALC), that supported the work of BALC, it was **AGREED** to approve a temporary scheme of delegation allowing the Clerk to implement recommendations reached by Councillors informally via remote meetings. This would then remove the need to hold face to face meetings until after the 21 June 2021. It was noted that formal resolutions could not be made at informal meetings and that this would be a temporary measure until the Council returned to formal ‘in person’ meetings.
- 25.4 In order to help ensure that meetings could take place as safely as possible, the Chairman **PROPOSED** the following adjustments:-
- 1) That Full Council be rescheduled from the 8 June 2021 to the 22 June 2021;
 - 2) That all Planning meetings continue virtually (Informal) until agreed otherwise;
 - 3) That R&A Committee, scheduled for the 1 June 2021, be cancelled.
 - 4) That F&GP Committee be held virtually (Informal) on the 25 May 2021.

The Council **RESOLVED** to accept the proposal as set out.

26 DATE AND TIME OF THE NEXT MEETING: Tuesday 22 June 2021 at 19:30.

There being no further business the meeting closed at 20:51.

Signed: Cllr P Fishwick _____

Chairman of Winnersh Parish Council

Chairman's Annual Report May 2020 to April 2021

Introduction

Firstly, I would like to thank all my vice chair, fellow councillors and the staff at the Parish Council for their support and assistance given over the past 12 months.

I have set out below some highlights for the municipal year 2020-21 which shows the level of work that the councillors and staff have put into running the services provided by the Parish Council.

It has been another busy year and throughout we have been plagued by the Covid pandemic that has changed our lives for the foreseeable future, including all our meetings being held virtual via the internet.

We all were soon familiar with ZOOM meetings and shared documents with ease and the public continued to join our meetings.

We commenced the start of the municipal year with 13 councillors and two vacancies of the 15 seats available. We had hoped to co-opt two new members at some point during the municipal year, but with Covid limitations this was not possible.

Sadly, in February 2021, Amanda Greenwood resigned for personal reasons.

We wish her all the best for the future.

Full Council (all 15 councillors)

Chair Cllr Fishwick, Vice Chair Cllr Wooldridge

Full Council including the Annual Meeting of the Council has met 11 times during the municipal year.

The Council reviewed the staffing structure, and two new part-time appointments were made with the removal of one original part-time post.

The new posts were filled in the early autumn of 2020 and we welcomed Kate Lang as the Assistant Clerk and Joanne Yeomans as the Community Engagement & Lettings Officer.

Climate Change Emergency

There are a number of standing items on the Agenda, but additional areas covered during the year included the continued reporting of progress by the Climate Change Working Group.

Some successes included the completion of replacing the more energy hungry fluorescent tube lighting in the Parish Council facilities with low energy usage LED.

The Council also changed its waste and recycling contractor to enable more to be recycled. Dual use waste and recycling bins are in the process of being installed in Bearwood Recreation Ground.

We also transferred to more sustainable energy supply during 2020 for our facilities.

The 64-panel solar system was installed in 2016 but received a software upgrade in April 2019 that enabled an increase in electricity generation. Over the last 12 months it has generated 15.259 MWh and since initial installation 55.13 MWh watts of green electricity. According to the Solar report that equates to 14,191kg of CO2 saved and the equivalent of planting 649 trees.

6 new trees and a small Sindlesham Oak sapling grown from an acorn were planted in the corner area of Bearwood Recreation Ground. In addition, hedging was introduced in the same area.

We have eradicated bonfires from all Winnersh Parish Council controlled land, extending it from Bearwood Recreation Ground where bonfires were already prohibited to the Woodward Close Allotment agreements issued September 2020 which prohibits bonfires.

We have commenced the establishment of a Wildflower meadow off Hatch Farm Way in partnership the developers Bovis Homes and Persimmon Homes.

Winnersh Sustainable Transport Group

The Parish Council successfully adopted Winnersh and Winnersh Triangle Stations on behalf of the Winnersh Sustainable Transport Group in partnership with South Western Railway and The Community Rail partnership.

The impact of Covid has severely limited the first project at the stations in partnership with The Forest School and CLASP to create Artwork for the existing waiting shelters at both stations.

However, the success in adoption raised the profile of Winnersh station where trackside graffiti and litter were cleared by Network Rail in March 2021.

Winnersh and District History Group

Winnersh Parish Council, together with some local residents, has formed a working group whose initial objective is to collate, catalogue and preserve archival material donated by the Winnersh & District Historical Society when it disbanded in 2015 and then to build on this material and share it widely for educational and leisure purposes.

Planning Committee (8 councillors)

Chairman Cllr Taylor, Vice Chairman Cllr Fishwick

Planning Committee has met 16 times over the year all of which were virtual meetings since the Covid – 19 lockdown to enable Planning Applications to be reviewed and comments submitted to the Planning Authority, Wokingham Borough Council. 7 members of the public attended over the year.

The committee reviewed 83 planning applications and made 6 objections and 19 comments.

The committee responded to six consultations, including the Borough Council's Speed limit Review and Local Cycling and Walking Infrastructure Plan, the government's proposals on Pavement Parking and Forward Planning White Paper and the SEN School and Winnersh Farms screening.

On the 10th February 2021, Cllr Taylor represented the Parish Council at the Wokingham Borough Council Planning Committee expressing the reasons for objecting to the Grovelands Park application 203439.

Unfortunately, Community Speedwatch which the Parish Council was planning to be involved in, has been impacted by the Covid pandemic but it is hope that we will be involved later this year.

Recreation and Amenities (8 Councillors)

Chair Cllr Wooldridge, Vice Chair Cllr Hanna

The Recreation and Amenities Committee has met 11 times over the year and attracted members of the public.

The committee has successfully overseen the second full year at the Woodward Close allotment site and recently set up a Winnersh Allotment Association.

The new site continues to flourish, and all plots remain full with a small waiting list.

The committee responded to the Wokingham Borough Council's Arts and Culture Strategy and also have representation Borough Council working group going forward.

The committee managed the replacement of the outdoor gym equipment at the Bearwood Recreation Ground.

The committee also managed the replacement cladding and extension to the Winnersh Community Hall where work commenced last month.

The committee have also started the feasibility of upgrading the Parish Council's facilities at Bearwood Recreation Ground.

Sadly, the summer fete and Christmas lights event succumbed to the Covid pandemic, but it is hoped both will see a return later this year.

Finance and General Purposes Committee (8 Councillors)

Chair Cllr John Southgate, Vice Chair Cllr Linda Wooldridge.

The Finance and General Purposes Committee has met 4 times during the year.

The main role of this committee is to oversee the finance of the council, make grant donations to local charities that assist Winnersh residents and review policies and procedures.

£1,000 in Community Transport Grant funding was awarded to 1 charity.

£1,950 in grant funding was awarded to 5 organisations.

Once again thank you for your support over the past 12 months and I look forward to working with you and leading this Council over the next 12 months.

Councillor Paul Fishwick, Chair Winnersh Parish Council

WINNERSH FUEL ALLOTMENT TRUST

Report to the Winnersh Annual Parish Meeting 2021

Winnersh Fuel Allotment Trust (WFAT) was formally registered as a charity in 1892, although the practice of local landowners of allowing the poor of the parish of Winnersh onto their land at Christmas to gather fuel (firewood) dates back to 1814, over 200 years. The Trust originally owned 9.8 acres of land at the end of Old Forest Road which was rented out to a local stud.

The Board of Trustees can have up to nine trustees and there are currently eight trustees, and the Board meets two/three times a year mainly around Christmas time when it decides and approves beneficiaries for Christmas although recently there has been more frequent meetings.

At the Christmas 2020 meeting the Board of Trustees resolved to keep the same beneficiaries as 2019 plus and an additional beneficiary in the Grub Club, an individual receiving a £250 donation and the Woodley and Wokingham Food banks and the Grub Club, each receiving a £500 donation.

The long-term vision of the Trust has always been to develop the land it owns, selling some to a developer and using the money generated to build and run social housing of which there is a scarcity in Winnersh and Wokingham Borough generally. However, in 2019 WFAT sold 5.6 acres to Wokingham Borough Council (WBC) for the development of the North Wokingham Distributor Road (NWDR). WBC also rented the remaining 4.2 acres for a works depot for the duration of the NWDR work approximately 2.5 years.

The remaining WFAT land is included in the Draft Local Plan for 2026 – 2036 and has 36 dwellings allocated to it. After a delay due to Covid restrictions the WFAT Board of Trustees have been in negotiations with WBC and an associated housing association about developing the remaining WFAT land for Social Housing. This has now progressed whereby an architect has been recently appointed and is currently working on the high-level design. Further meetings are planned before the architect presents his final high-level design at the end of July 2021. The WFAT vision is finally happening and hopefully in twelve months time development of the land will be becoming a reality.

Thank You.

Geoffrey Harper
Chairman – Winnersh Fuel Allotment Trust

REPORTS FROM BOROUGH COUNCILORS

Borough Councillor Paul Fishwick

Report to the Annual Parish Council Meeting 4 May 2021

Borough Council committee meetings

Due to Purdah, all meeting of the Council and committees are suspended until after the elections.

Winnersh specific

Winnersh Relief Road Phase 2 – opening in early 2021

The new ‘northern’ roundabout was opened to traffic on 31st March 2021 but there have been Red light violations with traffic proceeding eastbound (towards Wokingham) at the junction of Woodward Close.

Following my reports and suggested options for improvement, the temporary signal at Woodward Close has been relocated much closer to the traffic, a white STOP line has been placed on the carriageway and the advanced ‘Traffic Signals Ahead’ sign has been enhanced. The site is currently being monitored and I have asked residents to report any violations to the Borough ward councillors.

There are also sight-line issues for residents living on the southside of the Reading Road and following a virtual meeting with all three Borough ward councillors and an on-site individual household meeting with me, a report has been submitted to the Project Team.

Final preparation work continues on the Longdon Road section to create the Winnersh Relief Road (Phase 2). It is envisaged that this section of road will open to traffic early/mid May after the elections.

Grass cutting.

Grass cutting has commenced across the Borough in March and the scheduled first cut for Winnersh took place during April. Further updates will be posted on the **Winnersh and Sindlesham Forum**. [Winnersh and Sindlesham Forum Group | Facebook](#)

Hatchwood Mill Estate

The three Borough ward councillors have been in discussions with lead residents about the poor condition of the infrastructure and landscaping on the development. Rachelle and I attended a walkabout on 27th April with two lead residents and a report has been submitted to Wokingham BC Planning Enforcement and both developers.

Borough Councillor Prue Bray

Report to the Annual Parish Council Meeting 4 May 2021

This is a shorter report than usual because little has been going on at the Borough Council due to election purdah.

The project in the Courts to knock down the garages and replace them with parking spaces is now complete. The council is now obtaining quotes for resurfacing the Courts, and once it knows the likely cost will start the project planning.

The pre-application consultation on the SEND school on behalf of the Department of Education closes on 8th May. The consultation can be found at <https://www.reds10.com/OakTreeSENSchool/?fbclid=IwAR27xfbkiejWP8S-negjTptx9rnnv0oteGq4ihHInfeoZEqFdSc4knGf4wTY>

In my consultation response I have asked about accessible toilets, lifts, ventilation and sprinklers, as I could not get enough clarity on those points from the information provided.

We are still chasing green recycling bags and this year's blue bag deliveries for some residents, although the majority of the people who did not get bags during the planned distribution do now seem to have received them.

Report from the Climate Change Emergency Group

Since the report to the last meeting, it is disappointing that the Glasdon dual litter bins have not yet arrived at the Parish Council that will be installed on the Bearwood Recreation Ground. The Parish Clerk continues to chase the supplier.

The replacement cladding on the Community Hall is underway and this together with the extension will include higher specification thermal insulation.

The new hedging trees along Mole Road are starting to 'bud' but required watering during the recent dry spell.

We have commenced the establishment of a Wildflower meadow off Hatch Farm Way in partnership the developers Bovis Homes and Persimmon Homes and look to get volunteers to assist from the new development. During this transitional period wildflowers are starting to grow in the area without any external seeding from ourselves.

Councillor Paul Fishwick, Chair of the Climate Change Working Group.

Report from the Winnersh Sustainable Transport Group

Stations Adoptions Winnersh and Winnersh Triangle stations

The Forest Academy are meeting with the Community Rail Partnership later this month to discuss working on the Art Shelters project at Winnersh and Winnersh Triangle station. CLASP will be submitting their artwork in May.

Walking guides are in preparation for Wokingham, Earley, Ash and Winnersh Triangle (via Winnersh Triangle Business Park and Winnersh Meadows).

Reading – Windsor Line

Philip Ayres (South East Community Rail Partnership) updated the Community Rail group meeting on 27th April that a successful bid for funds from SWR to add a new line to the Communities Rail Partnership. It will run from Reading to Windsor & Eton Riverside and include stations to Ashford (Surrey). It will be a full-time role. The job advert has been released; more details about the job can be found on our website: www.southeastcrp.org.

Local Cycling and Walking Infrastructure Plan (LCWIP)

The Parish Council responded to the LCWIP consultation held by the Borough Council through the Planning Committee.

Councillor Paul Fishwick, Chair of the Winnersh Sustainable Transport Group.

Report from the History Project Group

- Work on validating and indexing artifacts is still progressing.
- Expert help on conservation of fragile records, photographs has been sought and an initial meeting with the conservator has yielded some useful advice on the best approach for dealing with our artefacts.
- Checklist and guide for collecting memories still being trialed.

Councillor Linda Wooldridge, Chair of the History Project Group.

APPENDIX 7

Winnersh Parish Council Meeting - 4 May 2021			
Schedule of payments May 2021			
Payee	Description	Amount	Comments
Salaries (PS-CF-KL-JN)	Salaries for May	£ 4,322.93	The amount has increased by 20p as Chris's tax changed slightly when payroll was run.
HM Revenue & Customs	Month 02 Year 2021/22	£ 1,117.69	
The Berkshire Pension Fund	Pension Contributions May 2021	£ 1,697.41	
The Berkshire Pension Fund	Pension Adjustment for April	£ 54.25	The pension amount increased for April but payroll was run before this was changed and had to be adjusted, this amount shows the increase that should have been paid.
Dave Knight	Window cleaning May	£ 100.00	
Web Marketing Matters	May website maintenance	£ 164.00	
ITQED	May Support	£ 98.80	
ITQED	Anti-virus & Back ups March	£ 35.64	
ITQED	365 & Exchange March	£ 133.02	
ITQED	365 & Sharepoint Backup May	£ 55.20	
Castle Water		£ 469.93	This is the revised amount due after the account credit was applied
Nick Robbins	April Maintenance	£ 1,431.60	(See schedule for details)
R Collard	Overdue Invoices	£ 267.64	The DD was cancelled by them. This payment covers all outstanding invoices to date.
A solo Security	Bell fuse repair and call out	£ 120.00	
HALC	CILCA Training	£ 816.00	Training for Kate & Joanne
Holly Digital	Printer costs	£ 163.93	For some reason we have not been getting the invoices. This covers the period Sept - March
R Collard	Waste Removal	£ 20.54	April wheelie bin emptying & paper/card removal
Came & Company	Annual Insurance	£ 3,386.31	
Phil Stoneman	Zoom	£ 143.88	Annual Payment
DAC Beachcroft	Legal costs for court case (VAT only)	£ 190.00	Insurance covers the cost, we pay and then reclaim the VAT
Rialtas	Annual Support & Maintenance	£ 206.40	Allotments software
R Collard	April Wheelie bin emptying	£ 16.80	
Rachael Bichard-Marshall	Caretaker	£ 62.64	Interim caretaker April
A Solo Security	Annual Maintenance	£ 1,173.60	
BALC Annual Subscription		£ 1,772.08	
TOTAL		£ 18,020.29	
Direct Debits			
Daisy	Caretaker Mobile Phone bill	£ 11.59	
Sage	April - Sage accounts	£ 54.00	
Sage	April Sage Payroll	£ 8.40	
TOTAL		£ 73.99	
MONTHLY TOTAL SPEND		£ 18,094.28	
Paid since the last meeting			
A1 Locksmiths		£ 342.00	Replacement locks were needed as bunch of keys lost on site
Total		£ 342.00	
Bank Balance			
Unity Bank Balance		£ 216,966.65	
Natwest Current Account		£ 8,555.92	
Natwest Reserve Account		£ 21,135.02	This is from last months statement as this months has not yet arrived.
Bank Total		£ 246,657.59	