

Minutes approved on:	
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DRAFT

Minutes of a meeting of Shinfield Parish Council held on Monday 12 February 2018 in the John Heggadon meeting room at Shinfield Parish Hall, commencing 19.30 hrs.

Present: Cllrs N Boyer, I Clarke, P Emmet, G Gray, A Grimes, C Hughes, P Hughes (Ch), L James, D Lias, I Montgomery, D Peer, J Reid.

Attending: S Roberts (Clerk), Ms S Steer (Resident), B/Cllr Anthony Pollock.

17/81

Public Questions

Ms Suzanne Steer wished to raise her concerns about the serious rat issue across the parish. Members shared her concerns and expressed their sympathies, which have already been highlighted to WBC. Cllr P Hughes advised that the parish council will not look at individual cases as this is a national issue caused by developers, and unfortunately very little can be done. B/Cllr Pollock advised that the borough had considered a number of alternatives for addressing the issue but these were proving too expensive due to the supply of bins and length of process. The borough had agreed to introduce the recycling of almost all types of food waste from April 2019, excluding fats and oils, as part of the council's aim to recycle at least 50% of all household waste by 2020, otherwise face being fined. Cllr P Hughes asked Ms Steer to keep in touch with the parish council and send any relevant information to the Clerk.

Ms Steer also raised concerns about the increasing pressures on the "green gap" and in particular the forthcoming bridge works over the Basingstoke Road scheduled to start on 26th February, which could well overlap with the commencement of the Hyde End Road closure. Cllr P Hughes reported the bridge is actually in Swallowfield. B/Cllr Pollock offered to look into the matter with the relevant officers.

17/82

Apologies and declarations of members' interests

- 82.1 Apologies were received and accepted from Cllr G Hewett, B/Cllr C Haitham-Taylor, B/Cllr P Batth, B/Cllr S Munro, and B/Cllr B Patman.
- 82.2 There were no declarations of members' interests.
- 82.3 There were no changes to members' declarations of pecuniary interest.

17/83

Minutes

83.1 There were 2 typing errors to be corrected:

- 76.3.4: para 6 line 3: "test" these against the CIL spending criteria, instead of rest;
- page 8: total of K Hughes expenses (invoice 441) should be £42.28.

With these corrections, it was proposed and **RESOLVED** that the minutes of the Council meeting held on 12 January 2018 were a correct record of the meeting and these were signed by Cllr P Hughes.

83.2 Matters arising:

83.2.1 Basingstoke Road Speed reduction measures

A response had been received from Chris Howard at WBC advising that the trigger for completion of the road safety proposals under s 106 had been extended by officers from 150 to 350 homes on the grounds this would not cause serious harm; plus, delivery of the Eastern Relief Road was well ahead of the housing trigger set out for the Shinfield West appeal and Taylor/Wimpey/David Wilson homes sites in Spencer's Wood/Three Mile Cross. Cllr Lias challenged this on the basis of the ongoing road works and the overall lack of communication and coordination by WBC. Cllr Gray questioned how many houses have been built and are occupied at the moment. The Clerk/Deputy Clerk was asked to follow this up again with Chris Howard.

83.2.2 Meetings in other locations

The Clerk advised that the Shinfield View Care home is a possible venue for committee meetings. The Clerk was also asked to check the availability of Spencers' Wood Village Hall and Grazeley Village Hall.

83.2.3 WBC's Planning Portal

The Clerk reported that a list of issues had been raised at the Borough-Parish Liaison Forum and added to by the Planning and Highways Committee, but to date there had been no feedback from WBC. The Clerk was asked to follow these up again with WBC.

83.2.4 CIL work

The Clerk reported this is ongoing both in terms of reviewing and interpreting the guidance and also looking at other examples of CIL expenditure items from a range of parish councils across England. There is a long and varied list of different items that CIL has been spent on, including design work, feasibility studies, training and vehicles; however, the regulations state that CIL funds must be used 'to support the development of the local area by funding (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or (b) anything else that is concerned with addressing the demands that development places on an area.' Cllr P Hughes suggested further work should be done to explore the different interpretations of CIL in other areas before funds are committed. This would be given further consideration by the Development Board at its next meeting.

83.2.4 Thames Water presentation on 8th February

Cllr P Hughes reported on the meeting regarding the forthcoming Thames Water mains replacement works planned for Hyde End Road, which had been very useful. A public consultation was taking place on 13th February p.m. – 6 pm. The Clerk reported that Reading buses were planning to run a shuttle service from Croft Gardens, towards Basingstoke Road and Mere oak Park and Ride, where users will be able to connect with services towards Reading town centre and Reading station.

17/84

Reports

84.1

Chairman's Report

84.1.1 Cllr P Hughes reported he had attended the Shinfield Parish Volunteers Group event on 19 January with Cllr C Hughes and the Clerk.

84.1.2 He reported on the parish hall open day on 27 January which had been reasonably successful in terms of attracting new hirers.

84.1.3 He reported on the briefing meeting held with consultants Locality on 31 January on the Spencers Wood community engagement project. Locality is now preparing a project plan and list of key stakeholders, which will include parish and borough councillors, WBC officers, as well as individual householders. Cllr P

Hughes confirmed there will be a consultation questionnaire prepared in advance of a public meeting with plenty of time allowed for public questions.

- 84.1.4 He reported that he, the Clerk, Cllr Grimes and (numbers permitting) Cllr Peer, will be attending a Local Plan Update workshop on Grazeley on Saturday 24 March as part of an evidence gathering exercise led by WBC's masterplanning consultants David Lock Associates and Peter Brett Associates to consider the drivers for growth, discuss the characteristics of each identified development location and consider the opportunity for and implications of growth.
- 84.1.5 Cllr P Hughes reported on a meeting earlier that day with Chris Howard from WBC plus Cllr P Hughes, Cllr Clarke and Cllr Peer and the Clerk, to discuss the presentation by the Consortium on 29th January, and subsequently to WBC on 30th January, on the Consortium's revised plans for the village centre: in particular, their proposals for a small convenience store instead of a large supermarket; a much reduced car park; and a further increase in the number of house/apartments at the entrance to the site. Chris Howard had highlighted there was little that WBC could do; but it had been agreed that Cllr P Hughes would write to the Consortium to express considerable disappointment on behalf of the parish council and the local community, even more so because it was known that the Aldi organization still had a very strong interest in developing a 15000 sq. ft food store in Shinfield and had submitted a number of proposals to the developers' agents, which had not been answered. B/Cllr Pollock reported this had been highlighted to the Leader of the Council. All agreed that Cllr P Hughes should write to the Consortium as soon as possible about the situation, and also offer to facilitate a meeting of all interested parties, including the University of Reading, to develop a more interesting plan for the Village Centre.
- 84.1.6 Cllr P Hughes reported on the meeting which had followed on with Nigel Frankland from the University of Reading and Andy Glencross from WBC, and had covered a number of important issues for the parish. These included possible opportunities for a public recreation area, although it was noted this was in the hands of the University and no specific proposals were anticipated until the summer following the call for sites assessment. Also discussed was Deardon Field: Andy Glencross reported that WBC's position was still to be determined and that he was awaiting instructions from the Borough Councillors. Cllr P Hughes confirmed the parish council's view that the additional allotment sites proposed for north of the footpath were not needed, hence the possibility of taking a lease on the land was being explored.
- 84.1.7 Cllr P Hughes referred to the ongoing claim by Dr. Carl Waite regarding damage to his vehicle tyre whilst driving on the council's allotment site which had been considered by the Recreation and Amenities Committee on 27 November 2017. Following a discussion, Cllr Grimes proposed, and Cllr C Hughes seconded that the claim be settled as a gesture of goodwill. The vote was tied; hence Cllr P Hughes used his chairman's casting vote for the council to **RESOLVE** that Dr. Waite's claim for £84 be paid in full and final settlement, on the basis that the council accepts no further liability.
- 84.1.8 Cllr P Hughes advised that he and Cllr C Hughes will be on holiday from 20 February – 14 March inclusive. The March council meeting will therefore be chaired by the vice-chair Cllr Grimes. Cllr P Hughes is still seeking a follow up meeting with borough councillors before Easter.

84.2 **Borough Councillors' Report**

- 84.2.1 B/Cllr Pollock advised that WBC's budget process will be finalised next week. He referred to the traffic problems in the area, including on Hyde End Road. Cllr

Gray asked about the scale of development, to which B/Cllr responded by highlighting the 5-year land supply issue and ongoing debates with the Appeals Inspectorate. He advised that Wokingham Borough Council has granted thousands of planning permissions, but is being penalised because the homes are not being built fast enough, hence the need to go through the process and identify strategic sites. Plans for Grazeley were affected by other issues such as proximity to the blast zone from Burghfield. There have been a series of meetings with the Secretary of State but decisions are subject to national guidance and there is balance to be had. Cllr Peer stressed how important it was not to give information which could be construed as misleading, as she felt happened at a recent Neighbourhood Action Group meeting also attended by Grazeley residents.

- 84.2.2 In response to a question from Cllr Peer, B/Cllr Pollock advised that B/Cllr Haitham-Taylor had met with the Prime Minister to discuss the borough's position on fairer funding and negative Revenue Support Grant which will impact in 2019/20 and could cost up to £7.2 m.
- 84.2.3 In response to a question from Cllr Gray, B/Cllr Pollock reported that the process for appointing a permanent Chief Executive has started again.
- 84.2.4 in response to a question from Cllr Montgomery, B/Cllr Pollock reported that the Cemex application for gravel extraction at Bridge Farm, Arborfield is going through the process.

84.3 **Committee reports:**

84.3.1 Finance and General Purposes Committee

Cllr Grimes reported on the Finance and General Purposes Committee meeting of 25 January.

It was proposed by Cllr Peer, seconded by Cllr Boyer and **RESOLVED** by members that the draft minutes of the 25 January meeting be adopted.

84.3.2 Planning and Highways Committee

Cllr Peer reported on the Planning and Highways Committee meeting of 29 January.

Cllr Clarke expressed serious concerns over the state of the car park at the Ridge SANG and asked if consideration could be given to installing a CCTV camera

It was proposed by Cllr Grimes, seconded by Cllr Emmet and **RESOLVED** by members that the draft minutes of the 29 January meeting be adopted.

84.3.3 Communications and Policies Committee

Cllr C Hughes reported on a meeting of the committee held on 1 February.

In response to a query from Cllr Clarke, Cllr C Hughes confirmed the Volunteer Award scheme had now ceased.

Cllr Reid asked if the Big Litter Pick planned for 25 March could include Shinfield North, as in previous years. The Clerk agreed to follow this up with WBC.

It was proposed by Cllr Montgomery, seconded by Cllr Clarke and **RESOLVED** by members that the draft minutes of the 1 February meeting be adopted.

Recreation and Amenities Committee

Cllr Clarke reported on a meeting of the committee held on 05 February (draft minutes tabled at the meeting).

He highlighted an error in the draft minutes that although Thornbury Surfacing Ltd had provided the best quotation for the re-surfacing of the car park at Spencers Wood Recreation Ground, the wrong figures had been given, and for the preferred option should be amended to be £4,800 +VAT for the supply and lay of AC20 mm Binder Course to a thickness of 60 mm compacted plus £500 +VAT to excavate/remove edges of the car park and remove the spoil – total £5,300 +VAT.

It was proposed by Cllr Emmet, seconded by Cllr Boyer and **RESOLVED** by members that the amended quotation from Thornbury Surfacing Ltd should be approved, and the works instructed to commence if possible during the school Easter holiday period.

He reported that the committee had approved an additional spend of £12,000 in the current financial year for further improvements/enhancements to the hall.

It was proposed by Cllr Lias, seconded by Cllr Emmet and **RESOLVED** by members to approve the additional £12,000 on the parish hall. Cllr Gray objected to the proposal, all other members voted in favour.

Cllr Clarke highlighted the work ongoing to investigate options to replace Spencers Wood Pavilion. Members noted the committee's decision to await the outcome of the consultation with the Spencers Wood community before determining a long-term solution, subject to any urgent circumstances which may arise.

Cllr Clarke highlighted the analysis work currently underway to compare allotment sites in neighbouring parishes.

Cllr Clarke reported on competitive quotations received for emptying waste bins, i.e. ISS - £20/bin; Select Services - £4 per fortnight. It was **RESOLVED** by members to approve the Select Services quotation, subject to confirming the relevant certificates being in place for waste handling.

Cllr Clarke highlighted the request to run open air cinema events on the recreation ground in Spencers' Wood during the summer, which would be considered by the committee at its next meeting.

Cllr Clarke reported on the committee's acceptance of a quotation from Wessex Trees to crown lift the jubilee trees along Hollow Lane and clear the growth at the foot of the trees. It was proposed by Cllr Lias, seconded by Cllr Montgomery and **RESOLVED** by members that the quotation by Wessex Trees be approved.

Cllr Clarke highlighted the possibility of the council offering an interest-free loan to Shinfield Cricket Club for a number of non-fixed transferrable items, subject to a satisfactory review of the club's finances, to be repaid over a ten-year period. This would be considered at the committee's next meeting, prior to a recommendation to full council; although Cllr James advised this should not be seen as creating a precedent. Cllr Clarke reported that the overall situation regarding Millworth Lane will be considered at the next committee meeting. Cllr P Hughes suggested that the parish council would probably not wish to take over the playing area given the sports facilities are likely to move to the Manor site in the near future. However, Cllr Clarke highlighted that the playground at

Millworth Lane is now in a very poor condition, and that over the next few weeks Cllr Boyer is going to look at options for removing/updating and replacing various items of play equipment.

It was proposed and **RESOLVED** by members that the draft minutes of the 05 February meeting be adopted.

84.4 Reports from Outside Bodies:

84.4.1 The Fields Community Forum

Cllr Peer reported on her attendance at the meeting on 24 January, which had been well attended by residents from different parts of the parish, plus Riseley. Traffic had been a major discussion topic. The Forum was planning another name change.

84.4.2 Borough-Parish Liaison Forum

Cllr Peer reported on her attendance at the meeting on 05 February. The main speakers had been B/Cllr David Lee on housing and land supply; B/Cllr Charlotte Haitham-Taylor on Phase 2 of WBC's 21st Century Programme; Josie Wragg, Interim Director of Environment, who had addressed criticisms about the borough's lack of communications generally; and Peter Baveystock, who had reported on the borough's cleaner and greener programme, including waste collection, and plans for food recycling and more plastic recycling. Cllr Clarke asked if the parish council could consider organizing a dedicated litter pick along Church Lane between l'Ortolan and the Six Bells pub, which is in a disgraceful condition. The Clerk agreed to investigate this with the Deputy Clerk.

84.4.3 Grazeley Village Hall Management Committee

Cllr Lias reported on his attendance at the meeting on 22 January (minutes tabled), and in particular, highlighted the request for a Speed Indicator Device to be mounted on a pole in the village. The Clerk agreed to investigate this with the Deputy Clerk.

84.5 Clerk's Report:

The Clerk reported on her attendance at the borough town/parish Clerks Forum on 17 January, which had been attended by WBC's interim Chief Executive, Manjeet Gill.

She highlighted she had been finalizing the council's 2020 strategy and the 2018-19 budget with Cllr James and the accountant, and also assessing the additional information required by HMRC on the council's VAT position. The Clerk and Deputy Clerk had taken part in a webinar on the new external auditors, PKF Littlejohn.

The Clerk reported on further property improvements undertaken, including the fire alarm and security systems. More works were planned over the next few weeks, and a new hall booking system is being trialled from the beginning of March.

She highlighted that the next newsletter is now being planned, and any items should be sent to the Deputy Clerk by the end of the month.

She reported on a request from the family of Simon Brooke, former owner of the Rotec cycle shop in Shinfield who had sadly passed away, to use the parish hall free of charge as the base for a commemorative cycle ride across the parish in Simon's memory on Sunday 13 May. Members **RESOLVED** to approve this request unanimously.

17/85

2017-18 Projected Budget Outturn and Proposed Budget for 2018-19

85.1 Cllr P Hughes introduced the parish council's projected budget outturn for 2017-18, (previously circulated), which overall was very healthy. Expenditure was now split by revenue and capital and analysed as fixed or project. Some good works had been achieved but to date there was an anticipated underspend of approximately £180K, specifically around proposals for Millworth Lane, the Shinfield community centre, and appointment of a planning professional. The main overspends included for repairs and maintenance, the parish hall refurbishment works, and the Speed Indicator Devices.

It was proposed by Cllr Grimes, seconded by Cllr Clarke, and **RESOLVED** unanimously, that the council's projected budget outturn for 2017-18, as set out in the papers, be approved.

85.2 Cllr P Hughes then presented the parish council's proposed budget and precept for 2018-19 (previously circulated). Members noted that the total expenditure proposed by committees was £824,236, and income £50,657 (excluding CIL funds), hence net expenditure was £773,579 to be met from balances of £417,435. This would mean based on a precept of £356,144, that a Band D property would be held for the 3rd consecutive year at £66.30.

It was proposed by Cllr James, seconded by Cllr Clarke, and **RESOLVED** unanimously, that the council's budget and precept for 2018-19, as set out in the papers, be approved.

17/86

Shinfield Parish Council Vision 2022

86.1 Cllr P Hughes introduced the document, which was a proposal on a strategy to manage population growth, changes to funding regimes and regulatory environments (previously circulated).

86.2 Cllr P Hughes highlighted in particular the impact on the staff, which would be considered by the Staffing Committee; and the impact on the committee structure, which would require changes to the council's Standing Orders and delegated powers. These would be properly considered by full council in April. The Finance and General Purposes Committee, for example, would become the "Executive", comprising committee chairs plus chair and vice-chair of council, and meet more frequently, probably monthly at 7 pm, prior to Council at 8 pm, in order to speed up decision-making. A new committee would also be established, suggested to be named "Community Services Committee".

86.3 Members agreed a number of changes to the document, including changing the title to "Shaping Shinfield Parish's Communities" followed by a list of the wards; and adding a map. Cllr Grimes highlighted that the next stage would be an action plan with objectives and timescales.

86.4 Following a discussion, it was proposed by Cllr Clarke, seconded by Cllr C Hughes and **RESOLVED** that, subject to minor amendments, the Vision 2022 document be adopted. Cllr Gray and Cllr Reid voted against the proposal; Cllr Lias and Cllr James abstained.

*As the time was 22.00 hrs pm, it was proposed and **RESOLVED** unanimously to agree that the meeting should continue to the end of the agenda, but item 7 to be the final item.*

17/87

Invoices for payment

87.1 It was proposed by Cllr Boyer, seconded by Cllr Montgomery and **RESOLVED** unanimously that invoices 4055 - 495 and 496 - 504 for late January and February, including salaries for January, expenditure totaling £34,852.35 be **APPROVED** and paid. Please see appendix 1.

17/88

Correspondence

The following items of correspondence were noted:

- Superfast Berkshire project update;
- Thank you letters from grant recipients: Citizens Advice Wokingham, Shinfield Infant and Nursery School, Wokingham Job Support Centre;
- 2nd Winter BALC e bulletin/update including update on General Data Protection Regulations on actions for councils as employers;
- NALC update on procurement;
- WBC update on new Transport and Highways contract.

EXCLUSION OF THE PUBLIC AND PRESS

It was proposed by Cllr Grimes and seconded by Cllr P Hughes and **RESOLVED** that in view of the confidential nature of the business about to be transacted in relation to commercial information it was advisable in the public interest that the press and public be excluded and instructed to withdraw.

At this point in the meeting, members of the public were asked to leave, and Cllr and Montgomery left the meeting.

17/89

Shinfield Community Centre

- 89.1 Cllr P Hughes summarized the position relating to legal fees incurred by Shinfield United Charities to 16 January 2018.
- 89.2 Following a discussion, it was proposed by Cllr Lias, seconded by Cllr Clarke and **RESOLVED** that the parish council would pay the charity's legal fees outstanding as a one-off payment of good faith, but only subject to the charity's agreement to the following conditions:
- i. The charity's surveyors are instructed to commence negotiations with immediate effect;
 - ii. No additional costs from the charity's surveyor will be agreed beyond the amount already authorized by the parish council including VAT without approval in writing from the parish council;
 - iii. That the charity's surveyors are informed of the situation regarding the planning consent of the Parish Hall land and are aware that any valuation based on alternative use would require provision of a suitable site elsewhere in accordance with Wokingham Borough Council planning policies, therefore this site must be valued on its current use;
 - iv. That the charity's surveyors are advised that the parish council now owns the land at the rear of the site previously the property of the University of Reading;
 - v. That any further legal costs incurred by the charity will be at the charity's expense.

Cllr Peer voted against the proposal.

The meeting ended at 22.21 hrs.

Action items:

Minute Ref	Details	Action by
83.2.1	Follow up on Basingstoke Road speed reduction measures	Deputy Clerk
83.2.2	Continue to investigate availability for committee meetings to be held elsewhere in the parish	Clerk / Deputy Clerk
83.2.3	Send list of issues and concerns with the planning portal to WBC	Clerk/Deputy Clerk

83.2.4	Continue assessment of CIL guidance and use of CIL funds by other towns and parishes to develop criteria to review potential CIL projects by Development Board	Clerk & Deputy Clerk
84.1.5	Write to the Consortium regarding their proposals for the Village Centre	Cllr P Hughes
84.3.3	Contact WBC to determine the involvement of Shinfield North in the Big Litter Pick on 25 March	Clerk
84.4.2	Investigate litter pick for Church Lane	Clerk/Deputy Clerk
86.2	Finalise Vision 2022 document and update Standing Orders accordingly to implement changes to committee structure for consideration at April Council	Clerk
89.2	Write to SUC chair regarding outstanding legal fees	Cllr P Hughes

APPENDIX 1: Invoice items for the February 2018 council meeting

Invoice	Chq	Cost centre	Payee	Purchase	Date	net	vat	total
455		4300/101	Reading Citizens Advice Bureau	Grant payment	Jan-18	900.00	0.00	900.00
456		4300/101	Shinfield Infant and Nursery School	Grant payment	Jan-18	500.00	0.00	500.00
457		4300/101	Me2 Club	Grant payment	Jan-18	500.00	0.00	500.00
458		4300/101	Welcome Club	Grant payment	Jan-18	700.00	0.00	700.00
459		4300/101	3rd Shinfield Brownies	Grant payment	Jan-18	500.00	0.00	500.00
460		4300/101	Grazeley Village memorial Hall	Grant payment	Jan-18	3150.00	0.00	3,150.00
461		4250	Wokingham Borough Council	Rates	Jan-18	793.00	0.00	793.00
462		4300/101	Wokingham Citizens Advice Bureau	Grant payment	Jan-18	2782.00	0.00	2782.00
463-476			Various	Salaries January 2018	Jan-18	9,404.76	0.00	9,404.76
477			Cash	Petty cash January 2018	Jan-18	97.46	0.00	97.46
478		4254/201	Kerry Taylor	Window film + Mileage Jan 2018	Jan-18	51.71	2.33	54.04
479		4401/205	Chris Blow	Rubbish collection, grass cutting & jobs	Oct - Jan	675.00	0.00	675.00
480		4085/401	Carrera UK Ltd	Website fee	Jan-18	86.66	17.33	103.99
481		4047/101	MFG UK Ltd	IT support and backup	Feb-18	374.52	74.90	449.42
482		4437/205	ISS	Bulbs and litter bin emptying	Jan-18	5450.21	1090.04	6,540.25
483			Katy Hughes	Purchases - see below	Jan-18	146.41	26.66	173.07
484		4257/201	Minster Cleaning	Office cleaning	Jan-18	584.25	116.85	701.10
485		4400/205	Paul Murduck	Hedge cutting	Jan-18	495.00	99.00	594.00
486		4254/201	Project Audiovisual	Service of projector and screen	Jan-18	145.00	29.00	174.00
487		4355/201	Royal Electrics	Electrical works SPH	Jan-18	685.00	137.00	822.00
488		4203/208	Nugent Education	Graffiti workshop for pavilion youth club	Mar-18	298.48	0.00	298.48
489		4087/402	Nathan Hunt	Lights & batteries for School Green Xmas tree	Dec-17	40.74	0.00	40.74
490		4086/401	Urban Planet Comms	Newsletter printing	Jan-18	332.00	0.00	332.00
491		4046/101	Lloyds bank	Account fee	Jan-18	23.71	0.00	23.71
492		4574/202	ADT	CCTV - Ryeish	Jan-18	127.92	25.58	153.50
493		4045/101	Rialtas Business Solutions	Bookings and allotments software	2018/19	300.00	60.00	360.00
494		4355/201	KBO Fire and Security Ltd	Fire safety works at SPH	Feb-18	1127.80	225.56	1,353.36
495		4403/205	Queensbury Shelters	Bus shelter clean	Jan-18	110.00	22.00	132.00

496	4254/203	Faulkners Heating	Boiler service SWP	Jan-18	68.00	13.60	81.60
497	4254/201	PRS for music	performing rights charges	2017/18	6.31	1.26	7.57
498		Barclaycard	Purchases - see below	Jan-18	130.07	0.00	130.07
499	4254	Token Security	Alarm call out charges	Jan-18	60.00	12.00	72.00
500	4060/101	GLS Education Supplies	Stationery and hall goods	Feb-18	88.49	17.70	106.19
501	4083/401	Loddon Reach	Half page ad - March 18 to Feb 19	2018/19	438.00	0.00	438.00
502	4075/101	British Telecom	Calls and Broadband	To Feb 2018	1026.20	205.24	1,231.44
503		DSC Security	Speech Dialler for Shinfield Parish Hall	Feb-18	199.00	39.80	238.80
504		DSC Security	Speech Dialler for Spencers Wood pavilion	Feb-18	199.00	39.80	238.80
TOTALS					32,596.70	2,255.65	34,852.35

Code	Petty cash - January 2018	
4055/101	Stamps	37.65
4254/203	Repairs SWP	16.72
4254	Window cleaning	25.00
4045/101	Refreshments	16.60
4254	Cleaning goods	1.49
TOTAL		97.46

Code	Katy purchases	
4536/502	Telescopic ladder	159.99
4254/201	Fire warden jackets	13.08
TOTAL		173.07

Code	Barclaycard	
4060/101	Stationery	19.90
4170/401	Catering for RIBA meeting	75.69
4254/201	Fire door signage and evacuation signs	34.48
TOTAL		130.07