

FINANCE

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE FINANCE COMMITTEE WILL BE HELD ON
THURSDAY 21st APRIL 2016 AT 6.30 PM
IN THE PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

AGENDA

Public Forum – The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

1. Welcome and Apologies for Absence.
2. Acceptance of Minutes of Previous Meeting of the 22nd March 2016
3. Declarations of Interest
Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration.
4. Accounts for Payment and Note Items of Income
5. To discuss and decide on the response to correspondence received at the Town Council.
6. Agenda Items for the next meeting
7. Date of next meeting



**Susanne Griffiths
Clerk to the Town Council
12TH April 2016**

**DRAFT FINANCE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON TUESDAY 22nd MARCH
2016 AT 6.15 PM, IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD, PRINCES
RISBOROUGH**

PRESENT

Chairman - Cllr I McLauchlan
Cllr J Coombs. Cllr A Turner and Cllr M Walsh
Deputy Clerk to the Town Council – Kirsty Pope

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr M West.

2. MINUTES

The accounts and minutes from the meetings from the previous month, having been previously circulated, were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any personal interest and the nature of that interest in which they may have in any of the items under consideration at this meeting. None were declared

4. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

The income and expenditure for March were examined by the Committee.

Cllr J Coombs proposed and Cllr A Turner seconded that the accounts be recommended to the Council and the necessary cheques signed. **All present agreed.**

Further to the Code of recommended practice for local authorities on data transparency, the items of expenditure are attached.

In accordance with the Financial Regulations adopted April 2014, records of regular payments made were signed by two members thus controlling the risk of duplicated payments being authorised and / or made.

5. TO REVIEW THE FINANCIAL REGULATIONS FOR RECOMMENDATION TO THE TOWN COUNCIL.

The Clerk circulated the Financial Regulations prior to the meeting for the members' consideration for recommendation to the Town Council. Cllr Coombs proposed that these regulations are accepted, seconded by Cllr Turner. All present agreed.

6. CORRESPONDENCE

Major grant request from Risborough Youth Club

The members discussed the application but all present agreed that unfortunately as the application was not received before the November Estimates meeting, the committee were unable to support the request. However, the members agreed that the Youth Club should consider applying for a minor grant but this would need to be for a specific project (as per the grants policy). The Deputy Clerk is requested to send a minor grants form to the Youth Club.

7. AGENDA ITEMS FOR NEXT MEETING

To be advised.

8. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be advised in due course. There being no further business the meeting closed at 6.35pm

Chairman.....

Date

901	BALC - Agenda and Minutes training x3	158.07		158.07
902	S C McIntosh - diesel 1/10/14-10/3/16	1,018.40	203.68	1,222.08
903	Lacey Green P C - picnic bench St Dunstans	280.00	56.00	336.00
904	LIGO - 2 way radios	228.32	45.66	273.98
905	TBS Hygiene Ltd - dog waste collection Feb	316.80	63.36	380.16
906	Robertsons of Risborough - sign for annual town meeting	16.00	3.20	19.20
907	Local Authority Publishing Co Ltd - town guide	775.00		775.00
908	Peter Wynn - works re Earle Mitchell Changing rooms	360.00		360.00
909	Peter Wynn - works re Earle Mitchell Changing rooms	378.00		378.00
DD	EON - elec market	51.03	2.55	53.58
DD	EON - elec at SMG	47.05	2.35	49.40
DD	EON - Salisbury Close	30.66	1.53	32.19
DD	3 Mobile - Mt mobiles -	25.31	5.06	
DD	3 Mobile - Mt mobiles -	10.25	2.05	42.67
DD	3 Mobile - Mt mobiles -	25.31	5.06	
DD	3 Mobile - Mt mobiles -	10.00	2.00	42.37
DD	Esso - MT fuel	58.88	11.77	70.65
DD	Esso - MT fuel	101.08	20.21	121.29
DD	Frontier Voice/Utilitrack - Broadband and phone	81.10	16.22	97.32
DD	Fulton Network Ltd - Mt vehicle	291.99	58.40	350.39
DD	Grundon Waste Management	4.35	0.87	5.22
DD	Southern Electric - Street Lighting energy cost	1,664.16	326.98	1,991.14
DD	Lex Autolease - Berlingo - Mt Vehicle	198.60	39.72	238.32
DD	Thames Water - SMG	44.69	8.94	53.63
DD	Thames Water - Salisbury Close	7.91		7.91
DD	Grenkeleasing - photocopier Insurance	103.24		103.24
DD	Grenkeleasing - photocopier	39.60		39.60
SO	Councillor qrtly expenses	650.00		650.00
SO	SSE Contracting - lighting maintenance	379.84	75.97	455.81
SO	Princes Centre- refreshments	20.00		20.00
SO	Princes Centre- office rent	500.00		500.00
SO	Keith Dobson- risk assessment	132.90		132.90
SO	Mr Box- storage container rent	39.00	7.80	46.80
SO	Mr Box- storage 2nd container rent	39.00	7.80	46.80
CC	Safety supply group - gloves re litter pick	7.85	1.57	