

FINANCE

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE FINANCE COMMITTEE WILL BE HELD ON
TUESDAY 25TH APRIL 2017 AT 6 .45PM
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 28th March 2017
3. Declarations of Interest - To receive any pecuniary or non-pecuniary declarations of interest
4. To note Accounts for Payment and Items of Income
5. To discuss and decide on the response to correspondence received at the Town Council
6. To consider minor grant applications for recommendation to the Town Council
7. Agenda Items for the next meeting
8. Date of next meeting

Susanne Griffiths
Clerk to the Town Council
19th April 2017

PRINCES RISBOROUGH TOWN COUNCIL
Draft MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON TUESDAY 28th MARCH 2017 AT 6.30. PM
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD,
PRINCES RISBOROUGH

PRESENT

Chairman - Cllr I McLauchlan
Cllrs. M Walsh, A Ball and J Coombs
Clerk to the Town Council – Susanne Griffiths
In attendance Cllr A Turner

1. APOLOGIES FOR ABSENCE

No apologies were received.

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 pecuniary or non-pecuniary declarations of interest and the nature of that interest 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 Ball seconded that the necessary cheques are 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 March 2016, records of regular payments made were signed by two members thus controlling the risk of duplicated payments being authorised and / or made.

5. CORRESPONDENCE.

An email has been received from a resident regarding the council tax rates
The Clerk is requested to reply explaining the reason for the increase this year.

6. AGENDA ITEMS FOR NEXT MEETING

To be advised.

7. 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 6.42pm.

Chairman.....

Date

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Princes Risborough Town Council payments March 2017

Payment	Payee	Net	VAT	Gross
	Total of Briants of Risborough Ltd	86.89	17.38	104.27
1183	Travel to SLCC conference	30.15		30.15
1184	Jinca Ltd - Omega it issues	40.00	8.00	48.00
1185	DCK Beavers Ltd - training	443.10	88.62	531.72
1186	Saunderton Lodge Event (Mayors Allowance)	40.08		40.08
1187	TBS Hygiene Ltd - Feb 2017	360.00	72.00	432.00
	Total HMRC	2,375.87		2,375.87
1189	Glasdon UK Ltd - Topsy litter bins x 2	306.46	61.29	367.75
1190	SLCC meeting - travel claim	24.30		24.30
1191	Groves - polystyrene eggs for Tree event	74.40	14.88	89.28
1192	M&S Refreshments for LED tender open day	31.34		
1192	Post Office - stamps	55.00		86.34
1193	M&S - refreshments (Chairmans Allowance)	64.75		64.75
1194	Claytons Fencing - replace fencing St Dunstan's Park	2,540.00	508.00	3,048.00
1195	Miles Shepherd - paper	10.50	2.10	12.60
1196	DCK Beavers Ltd - pre printed cheques	450.00	90.00	540.00
1197	SSE Contracting - LED lantern No 271 MUGA Wades Park	546.83	109.37	656.20
1198	Blanchford Building Supplies - Jubilee Clip	6.14	1.23	7.37
1200	Robertsons Signs - re fit Welcome sign	76.00	15.20	91.20
1201	K Upjohn - path SMG	769.15	153.83	922.98
1202	K Upjohn - path SMG	1,794.69	358.94	2,153.63
1203	ARD Playgrounds - qrtly risk inspection	164.80	32.96	197.76
1204	Glasdon UK Ltd - bench in memory of W Woolf	514.54	102.91	617.45
1205	Turney - groundforce mower service	1,179.66	235.92	1,415.58
1206	Pk Inprint Ltd - Crosstalk	1,683.58		1,683.58
1207	Mayors travel expenses	44.55		44.55
1208	Claytons fencing - repair resident/St Dunstan's	495.00	99.00	594.00
DD	EON - elec Market House	65.39	3.27	68.66
DD	EON - elec SMG	39.11	1.96	41.07
DD	3 Mobile - MT mobiles	35.31	7.06	42.37
DD	3 Mobile - MT mobiles	35.31	7.06	42.37
DD	BT wi-fi in Market House	51.90	10.38	62.28
DD	Southern Electric - Street Lighting energy cost	1,629.52	320.09	1,949.61
DD	Utiltrack broadband and office phone	80.13	16.03	96.16
DD	Esso - MT fuel	312.55	62.52	375.07
DD	Grundon Waste Management	4.20	0.84	5.04
DD	Fulton Network Ltd - Mt vehicle	291.99	58.40	350.39
DD	Nest - pension	26.69		26.69
	Total salaries	9908.07		9,908.07
	Total pensions	2163.59		2,163.59
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	134.20		134.20
SO	Councillor Qrtly Expenses	533.33		533.33
CC	Thames Water Utilities Ltd - water search Wades Storage	48.27	9.65	
CC	Bax music - speakers	636.67	127.33	
CC	Dynamic chemicals -litter picker and bag	65.48	13.10	
CC	BCA - bus tickets for apprentice	55.00		
CC	Amazon - mixer amp	122.91	24.58	
CC	WH Smith - diary MT team	6.99		
CC	Go Daddy website SMG	15.98		
CC	Post Office - stamps	55.00		
CC	Amazon - speakers	124.98	25.00	
CC	Helpful Hirings Ltd -	138.00	27.60	
CC	Total Credit Card			1,496.54
	TOTAL	31,688.19	2,762.47	34,450.66



PRINCES RISBOROUGH TOWN COUNCIL GRANT AWARDING POLICY

**Minor Grants up to £250
Application Form**

To be completed and submitted with the supporting information required as per the Grant Application Process (3) of the Grant Awarding Policy

1. Name of Organisation	Rural Community Defibrillator Group
2. Name, Address and Position Organisation	
3. Telephone Number and/or Contact	
4. Is the Organisation a Registered Charity? If yes, Charity Number	YES 1162664
5. Amount of grant requested?	£ 250
6. For what purpose or project is the grant requested?	Provision of Defibrillators in Princes Risborough
7. What will be the total cost? If applying for other grants/matched funds for the project please provide details.	£ Circa £2,100 per defibrillator
8. When will the money be spent?	April 2017
9. Who will benefit from the project? Give details of age groups catered for (if applicable).	Any people within Princes Risborough Age 1 and older who have a heart related issue that would benefit from defibrillator usage.



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Application Form

To be completed and submitted with the supporting information required as per the Grant Application Process (3) of the Grant Awarding Policy

1. Name of Organisation	AYLESBURY OPERA
2. Name, Address and Position of Organisation	
3. Telephone Number and/or Email Contact	
4. Is the Organisation a Registered Charity? If yes, Charity Number	Yes/No 1163815
5. Amount of grant requested?	£250
6. For what purpose or project is the grant requested?	PUTTING ON A CONCERT OF 'ACIS AND GALATEA' BY HANDEL IN ST. MARY'S CHURCH, RAIS. ON SATURDAY 21 ST OCTOBER 2017
7. What will be the total cost? If applying for other grants/matched funds for the project please provide details.	£1,500
8. When will the money be spent?	OCTOBER 2017
9. Who will benefit from the project? Give details of age groups catered for (if applicable).	ANYONE INTERESTED IN HEARING LIVE OPERA WITH HIGH QUALITY SINGERS AND ORCHESTRA.



PRINCES RISBOROUGH TOWN COUNCIL GRANT AWARDING POLICY

**Minor Grants up to £250
Application Form**

To be completed and submitted with the supporting information required as per the Grant Application Process (3) of the Grant Awarding Policy

1. Name of Organisation	The Chilterns Conservation Board
2. Name, Address and Position Organisation	
3. Telephone Number and/or E. Contact	
4. Is the Organisation a Registered Charity? If yes, Charity Number	We are a Not-For-Profit organisation but not a registered charity
5. Amount of grant requested?	£ 150
6. For what purpose or project is the grant requested?	<p>We are seeking the support of local parishes to help with match-funding for a Chilterns-wide Heritage Lottery Fund grant.</p> <p>The Chilterns Conservation Board is developing an exciting project with partners, which will engage and inspire communities to discover, conserve and enjoy the Chilterns' Iron Age hillforts and their prehistoric landscapes.</p> <p>The Chilterns has one of the largest collection of hillforts in the UK, yet many are poorly conserved and little is known about them. So far, we know of around twenty, but initial research has suggested there could be more, as-yet undiscovered sites, and this innovative project will use the latest technology to reveal them.</p>