

FINANCE

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE FINANCE COMMITTEE WILL BE HELD ON
TUESDAY 28th MARCH 2017 AT 6 .30PM
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 21st February 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. Agenda Items for the next meeting
7. Date of next meeting

Susanne Griffiths
Clerk to the Town Council
22nd March 2017

**Draft PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON TUESDAY 21st FEBRUARY 2017 AT 2.00 PM
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD,
PRINCES RISBOROUGH**

PRESENT

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

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr I McLauchlan who had work commitments.

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 February were examined by the Committee.
Cllr J Coombs proposed and Cllr M Walsh 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.

None.

6. A REVIEW OF THE TOWN COUNCIL BUSINESS PLAN

All present agreed to form a working group to review the Town Council Business Plan and report back to the Finance Committee at the next meeting. Cllrs M Walsh and A Ball agreed to review the Business Plan with the Clerk.

MW/AB/SG

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 2.15 pm.

Chairman.....

Date

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**Princes Risborough Town Council
PAYMENTS February 2017**

Payment	Payee	Net	VAT	Gross
1155	Make Promotion Simple Ltd - Clir fleece x 2 (Mayors Allowance)	30.60	6.12	36.72
1156	Morgan Architectural Designs - re planning app for Wades Pk	500.00		500.00
1157	Cheque cancelled SSE incorrect invoice - replaced by chq no 001181			
1158	SSE Contracting Ltd - 424 Bell Lane remove and replace	1,091.12	218.22	1,309.34
1159	Pk Inprint Ltd - crosstalk	1,642.52		1,642.52
1160	Miles Shepherd - stationery	9.18	1.84	11.02
1161	Safe and Sound Playgrounds - supply and fit neoprene to zip wire seat	500.00	100.00	600.00
1162	Travel expenses vat course	10.60		10.60
1163	MH-p internet ltd - 1/4/2017-31/03/2018 / 48 add meetings	1,440.00	288.00	1,728.00
1164	TBS Hygiene Ltd - dog waste collection Jan 17	360.00	72.00	432.00
1165	Turney Group - boots	68.00		
1165	Turney Group -TFR	27.46	5.49	
1165	Turney Group - rivets	6.22	1.24	108.41
1166	Britian ib Bloom entry	25.00		25.00
1167	SLCC - conference	245.00	33.20	278.20
1168	Vale Training Ltd - effective supervisor course	625.00	125.00	
1168	Vale Training Ltd - effective supervisor course	625.00	125.00	1,500.00
1169	Total HMRC	2,237.87		2,237.87
1170	Miles Shepherd - stationery	10.50	2.10	12.60
1171	Sweet Retreat - 2xA Boards	15.00		15.00
1172	Princes Centre - lunch re omega training	10.00		10.00
1173	WDC - Licence for festival	70.00		70.00
1174	UK Power Networks - tfr service Bell Lane	580.00	116.00	696.00
1175	Blanchford Building Supplies -rivets	2.60	0.52	3.12
1176	Briants of Risborough Ltd - preserver	11.90	2.38	14.28
1177	MDJ Conservation & Restoration - valuation no 2	5,961.39		
1177	MDJ Conservation & Restoration - valuation no 2	20,054.36	5203.15	31,218.90
1178	Oxley Conservation - contract administration	1,690.26	338.05	2,028.31
1179	Total Servicing of equipment Briants of Risborough Ltd	1,203.91	240.73	1,444.64
1180	Mikes Donkeys - deposit for festival	50.00		50.00
1181	SSE Contracting Ltd - qrtly repairs Dec 16	2,360.49	472.10	2,832.59
DD	BT wi-fi in Market House	51.90	10.38	62.28
DD	Southern Electric - Street Lighting energy cost	1,647.61	329.52	
DD	Southern Electric - Street Lighting energy cost	39.96	1.99	2,019.08
DD	Utiltrack broadband and office phone	80.05	16.01	96.06
DD	Esso - MT fuel	65.75	13.15	78.90
DD	Esso - MT fuel			
DD	Grundon Waste Management	72.88	14.58	87.46
DD	Fulton Network Ltd - Mt vehicle	291.99	58.40	350.39
DD	Lex Autolease - Berlingo - Mt Vehicle	198.60	39.72	238.32
	Total salaries	£ 8,464.37		8,464.37
	Total pensions	£ 2,163.59		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
CC	Adobe Cloud software	38.11		
CC	BCC - road space closure	146.45		
CC	Marks and Spencer - refreshments	18.50		
CC	"Gates Closed" sign SMG	35.00	7.00	
CC	Amazon -Rivet	8.47		
CC	WDC Planning app Wades Pk	385.00		
CC	BCC - parking suspension	156.00		
CC	Total Credit Card			794.53
	TOTAL	56,362.25	7,917.86	64,280.11