

FINANCE

**PRINCES RISBOROUGH TOWN COUNCIL
A MEETING OF THE FINANCE COMMITTEE WILL BE HELD ON
TUESDAY 24th MAY 2016 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 21st April 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. 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
18th May 2016**

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

PRESENT

Chairman - Cllr I McLauchlan
Cllrs J Coombs, M West and A Turner
Clerk to the Town Council – Susanne Griffiths

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs M Walsh and A Ball.

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 April 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 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. 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

Chairman.....

Date

**Princes Risborough Town Council
PAYMENTS April 2017**

Chq no.	Payee	Net	VAT	Gross
910	Mhp-Internet Ltd - create policy page / Minutes page	70.00	14.00	84.00
911	BALC - 10x Good Councillor guides	28.00		28.00
912	Clerks expenses - WDC meeting	7.20		7.20
913	Postage to return Festival equipment	12.98		12.98
914	Mhp-Internet Ltd - website hosting 1/5/16-30/4/2017	60.00	12.00	72.00
915	ABA (Constuction) Ltd - qrtly inspection re play areas	164.80	32.96	197.76
916	Risborough Run in the Park	125.00		125.00
917	Risborough Rangers Junior Team	150.00		150.00
918	Lighthouse P R	200.00		200.00
919	Chinnor & PR Railway Assoc Ltd	250.00		250.00
920	St Marys PCC	2,580.00		2,580.00
921	St Dunstans PCC	1,500.00		1,500.00
922	PR Baptist Church	230.00		230.00
923	The Princes Risborough Centre Ltd	4,000.00		4,000.00
924	SSE Contracting Ltd - rechargeable qrtly repairs	1,491.03	298.21	1,789.24
925	LockRite - Supply & fit Digi lock for office	127.00	25.40	152.40
926	BES Ltd - electrical works storage containers Wades PK	340.00	68.00	408.00
927	Rigby Taylor - Roundup weedkiller	118.50	23.70	142.20
928	Briants of Risborough Ltd - Larch helmet	38.50		38.50
929	Briants of Risborough Ltd - grease cartridge	3.36	0.67	4.03
930	Blanchford Building Supplies - crane bag	7.00	1.40	8.40
931	Blanchford Building Supllies - bolts and washers	2.54	0.51	3.05
932	HMRC - paye	2,006.07		2,006.07
933	D Timms - fee for Internal Audit 2015/16	65.00		65.00
934	U Need US - Festival bunting	120.86	24.17	145.03
DD	Crown Oil Red diesel	112.50	8.25	
DD	Crown Oil Red diesel	112.50	8.25	241.50
DD	Esso - MT fuel	18.28	3.66	21.94
DD	Esso - MT fuel	124.05	24.81	148.86
DD	Frontier Voice/Utilitrack - Broadband and phone	77.97	15.59	93.56
DD	Fulton Network Ltd - Mt vehicle	291.99	58.40	350.39
DD	Grundon Waste Management	68.92	13.78	82.70
DD	Southern Electric - Street Lighting energy cost	1,778.68	349.51	2,128.19
DD	Lex Autolease - Berlingo - Mt Vehicle	198.60	39.72	238.32
DD	Grenkeleasing - photocopier lease	180.00	36.00	216.00
DD	Grenkeleasing - invoice for Princes Centre debited in error by company	162.00		162.00
DD	Grenkeleasing-invoice for Princes Centre debited in error by company	120.00		120.00
DD	Grenkeleasing / Control Print debited in error Princes Centre	58.96		58.96
DD	Nest Pension Contribution	20.09		20.09
	Total salaries	8,628.36		8,628.36
	Total pensions	2,193.47		2,193.47
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
CC	Amazon - MP3 Hi Fi equipment	28.97	5.00	
CC	Stagedepot -festival equipment for stage	19.96	4.00	
CC	Amazon festival equipment for stage	49.17	9.83	
CC	Adobe Cloud software	38.11		
CC	WDC - admin charge for changing festival license	10.50		
CC	Total Credit Card			165.54
	TOTAL	29,023.66	1,153.79	30,177.45