

**PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON TUESDAY 10th JANUARY 2017 AT 2.00 PM
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD,
PRINCES RISBOROUGH**

PRESENT

Chairman - Cllr A Ball
Cllrs. M Walsh, and A Turner
Clerk to the Town Council – Susanne Griffiths

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs J Coombs and, I McLauchlan

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 January were examined by the Committee.

Cllr A Turner 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. THE RECOMMENDATION TO THE TOWN COUNCIL FOR THE PRECEPT FOR 2017-2018

Wycombe District Council has now confirmed that it will provide a grant £14,753 to compensate for some of the reduction in the precept income due to the Local Tax Support Scheme.

Further to the discussions at the Estimates meeting, Cllr M Walsh proposed that a recommendation is made to the Town Council to approve the attached budget (appendix 1) and request a precept of £345,702

Seconded by Cllr A Turner. **All present agreed.**

SG

7. AGENDA ITEMS FOR NEXT MEETING

To review the Town Council Business Plan

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 2.30pm.

Chairman.....

Date

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Princes Risborough Town Council
PAYMENTS January 2017

Payment	Payee	Net	VAT	Gross
1149	Miles Shepherd - stationery	9.95	1.99	11.94
1150	TBS Hygiene Ltd - Nov 2016	360.00	72.00	432.00
1151	TBS Hygiene Ltd - Dec 2016	450.00	90.00	540.00
1152	Total HMRC	2,391.56		2,391.56
1153	Eventbrite - course	42.27		42.27
1154	SFL - sound engineer -duplicate original lost 011115	398.70	79.74	478.44
DD	BT wi-fi in Market House	62.28		62.28
DD	Castle Water - SMG	55.67	11.13	66.80
DD	Grenke leasing - photocopier qrtly rent	180.00	36.00	216.00
DD	3 Mobile - MT mobiles	25.31	5.06	
DD	3 Mobile - MT mobiles	10.00	2.00	42.37
DD	3 Mobile - MT mobiles	25.31	5.06	
DD	3 Mobile - MT mobiles	10.00	2.00	42.37
DD	Southern Electric - Street Lighting energy cost	1,874.45	374.89	
DD	Southern Electric - Street Lighting energy cost	45.07	2.25	2,296.66
DD	Utiltrack broadband and office phone	75.17	15.03	90.20
DD	Esso - MT fuel	64.18	12.83	77.01
DD	Esso - MT fuel	62.53	12.50	75.03
DD	Grundon Waste Management	4.65	0.93	5.58
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	£ 9,478.69		9,478.69
	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	Collins Debden Ltd - diary /wall planner	27.83	4.91	
CC	Helpful Hirings Ltd - woodchipper hire	138.00	27.60	
CC	Genies - santa outfit late return charge	10.00		
CC	Total Credit Card			246.45
	TOTAL	19,527.95	930.01	20,457.96

APPENDIX 1

PRINCES RISBOROUGH TOWN COUNCIL							
ESTIMATES SUMMARY 2017/2018							
	Budget	Actual	Proposed	Actual Spend	Forecast	Total Forecast	Proposed
			Budget	to	Expend	Expend	Budget
	2015/16	2015/16	2016/2017	30.09.16	to	to	2017/2018
				31/03/17	31/03/17		
Admin & Human Resources	92507	89151	94208	47946	45807	93753	98572
Town	213735	176479	189997	94086	98900	192986	209874
Public Relations	10750	7825	8600	2485	4900	7385	11617
Events Committee	0	1749	9640	1248	3095	4343	18267
Devolved Services	35821	35829	39015	22529	17235	39764	41585
Grants & Subs	21245	21185	12875	10480	510	10990	8450
Sub Total	374058	332218	354335	178774	170447	349221	388365
Capital Projects							
Molins/Multi Use Sports Ground	19436		0	0	0	0	0
Market House Loan Repayments	12956	0	12956	0	6276	6276	0
Market House Refurbishment			134638		134638	134638	0
Legal/Planning Costs	2500	0	2500	0	0	0	2500
Trailer & Mower	13000	12007	0	0	0	0	0
Telephone Box/Defibrillator	0	0	6000	0	3840	3840	0
Crescent play equipment	0	0	20000	0	22695	22695	0
Area Action Plan	5000	188	500	0	500	500	500
LED lighting	30000	0	40000	0	40000	40000	20000
Office Extension	0		0	0	0	0	5000
Finance Package Installation/Training					3142	3142	0
Storage facility for RR in Wades Park- to be recovered from CIL money					15000	15000	0
Storage Facility/rest facilities - MT	8464	8464	0	0	0	0	15000
Sub Total	82892	12195	216594	0	226091	226091	43000
Earmarked Reserve (one way system)	60000	6364	53636	0	4999	4999	0
Earmarked Reserve(Election Expenses)	10000	935	2000	0	0	0	2000
Earmarked Reserve (Market House)		9225	18435	1730	9973	11703	6732
Earmarked Reserve (Art Event)			750	646	0	646	0
Earmarked Reserve (HS2)			250	250	0	250	0
Earmarked Reserve (Events)			5916	5916	0	5916	0
Earmarked Reserve (LED)			39065	3683	35382	39065	0
Earmarked Reserve (Path Improvements)			13000	0	13000	13000	0
Earmarked Reserve (Devolved Services)			12601	12601	0	12601	0
Sub Total	70000	16524	145653	24826	63354	88180	8732
Total	526950	360937	716582	203600	459892	663492	440097