

**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 recommended to the Town Council for approval. 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

Page 03/16

Princes Risborough Town Council
PAYMENTS March 2016

Payee	Net	VAT	Gross	Payment
Fenland Leisure Products Ltd - cradle swing seat	132.25	26.45	158.70	867
R T Machinery Ltd - led beacon mower	33.25	6.65	39.90	868
Clerks Expenses -Accounts and Finance Training Stokenchurch	7.20		7.20	869
Blanchford Building Supplies - sand and cement re memorial bench	66.45	13.29	79.74	870
Briants of Risborough Ltd - hooks/ belts	7.88	1.58	9.46	871
Briants of Risborough Ltd - gloves/ postcrete	22.33	4.47	26.80	872
Campaign to Protect Rural England	36.00		36.00	873
SSE Contracting Ltd- new led lantern col 291 Stratton Road	556.31	111.26	667.57	874
Thames and Chiltern in Bloom 2016 - entry fee	125.00		125.00	875
TBS Hygiene Ltd - dog waste collection Dec 2015	316.80	63.36	380.16	876
TBS Hygiene Ltd - dog waste collection Jan 2016	396.00	79.20	475.20	877
Rigby Taylor - wild flower seeds	189.48	37.90	227.38	878
Briants of Risborough Ltd - brushcutter	532.50	106.50	639.00	879
Briants of Risborough Ltd - service and parts Hayter mower	125.25	25.05	150.30	880
Briants of Risborough Ltd - service and parts Toro Turf master	126.42	25.28	151.70	881
Briants of Risborough Ltd - service and parts strimmer	92.00	18.38	110.38	882
Briants of Risborough Ltd - service and parts strimmer	205.31	41.05	246.36	883
Glasdon UK Ltd - litter bin	283.29	56.65	339.94	884
mh-p - webmaster service 1/4/16-31/3/17	1,200.00	240.00	1,440.00	885
Rigby Taylor - wild flower seeds	187.45	37.49	224.94	886
James Gardner - extension to fence and new gates Wades Park	2,250.00		2,250.00	887
Blanchford Building Supplies - decking & supplies	13.03	2.61	15.64	888
Briants of Risborough Ltd - postcrete & supplies	15.69	3.14	18.83	889
Briants of Risborough Ltd - postcrete & supplies	11.52	2.30	13.82	890
Total HMRC -paye	2,006.07		2,006.07	891
TLC - stage equipment for festival	94.00	18.80	112.80	892
Melisma - band for festival deposit	350.00		350.00	893
PK Inprint Ltd - crosstalk #60	956.71		956.71	894
BALC - Annual Audit course	32.09		32.09	895
Lawn Master - weed & feed programme Wades Park	2,100.00	420.00	2,520.00	896
Smartie Artie - festival entertainer	280.00		280.00	897
Corporate Entertainment Professionals - festival entertainer	550.00	110.00	660.00	898
The Princes Risborough Centre Ltd - 4 x DBS checks	236.00		236.00	899
SLCC meeting - travel/parking	11.20		11.20	900
BALC - Agenda and Minutes training x3	158.07		158.07	901
S C McIntosh - diesel 1/10/14-10/3/16	1,018.40	203.68	1,222.08	902
Lacey Green P C - picnic bench St Dunstons	280.00	56.00	336.00	903
LIGO - 2 way radios	228.32	45.66	273.98	904
TBS Hygiene Ltd - dog waste collection Feb	316.80	63.36	380.16	905
Robertsons of Risborough - sign for annual town meeting	16.00	3.20	19.20	906
Local Authority Publishing Co Ltd - town guide	775.00		775.00	907
Peter Wynn - works re Earle Mitchell Changing rooms	360.00		360.00	908
Peter Wynn - works re Earle Mitchell Changing rooms	378.00		378.00	909
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	DD
Total salaries	8,307.26		8,307.26	
Total pensions	2,147.16		2,147.16	
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	SO
Safety supply group - gloves re litter pick	7.85	1.57		CC
Safety signs for less - storage containers	14.40	2.88		CC
Post Office Ltd - stamps	182.00			CC
Chinnor Turf & Paving Slabs - soil	39.80	7.96		CC
Safety supply group - litter pickers / gloves/high viz vests	43.05	8.61		CC
Safety supply group - litter pickers / gloves/high viz vests	63.13	12.63		CC
Marine Teak - sealer	22.50	4.50		CC
Adobe Cloud software	38.11			CC
Screwfix - angle grinder and base	152.97			CC
Total Credit Card			601.96	CC
TOTAL	32,652.25	2,456.74	35,108.99	