

**DRAFT FINANCE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD
ON MONDAY 20th JUNE 2016 AT 6.15 PM, IN THE MEETING ROOM, PRINCES CENTRE,
CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman - Cllr I McLauchlan
Cllrs J Coombs, M Walsh and A Ball
Deputy Clerk to the Town Council – Kirsty Pope

1. ELECTION OF CHAIRMAN

2. APOLOGIES FOR ABSENCE

No apologies were received

3. 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.

4. 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.

5. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

The income and expenditure for June were examined by the Committee.

Cllr Walsh proposed and Cllr Ball 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.

6. CORRESPONDENCE

None.

6. AGENDA ITEMS FOR NEXT MEETING

Election of Vice-Chairman of Finance

Six month budget review

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 6.30pm

Chairman.....

Date

**Princes Risborough Town Council
PAYMENTS June 2016**

Payee	Net	VAT	Gross	Payment
Briants of Risborough Ltd - Mt Supplies	2.25	0.45		956
Briants of Risborough Ltd - Mt Supplies	31.75	6.35		956
Briants of Risborough Ltd - Mt Supplies	8.44	1.69		956
Briants of Risborough Ltd - Mt Supplies	8.46	1.69		956
Briants of Risborough Ltd - Mt Supplies	28.90	5.79		956
Total Briants of Risborough Ltd			95.77	956
Blanchford Building Supplies - Wood for Pictures	47.49	9.50	56.99	957
mh-p Internet Ltd - 48 additional meetings	240.00	48.00	288.00	958
TBS Hygiene Ltd - dog waste collection 1/4- 29/4	396.00	79.20	475.20	959
Risborough Area Partnership - Queens tea party	250.00		250.00	960
Neighbourhood Action Group - Vehicle activation sign	20.00		20.00	961
Windowflowers - summer bedding	2,500.00	500.00	3,000.00	962
Red Splash Consultancy Ltd - weed spraying sign	27.62	5.52	33.14	963
Make Promotion Simple Ltd - polo shirts	118.95	23.79	142.74	964
Robertsons of Risborough Ltd - banners	76.00	15.20	91.20	965
Travel expenses - clerks meeting WDC/posatage re Audit	9.51		9.51	966
Spinaclean Ltd - pressure washer	1,500.00	300.00	1,800.00	967
Longwick CI P C - newsletter advertising (Paid in to wrong Ac)	41.67	8.33	50.00	968
Techzone - final payment	350.00		350.00	969
E Cox Mobile Staging - final payment	225.00		225.00	970
Chiltern Directories Ltd - programmes	400.00	80.00	480.00	971
Melisma Music for all Occasions - final payment	650.00		650.00	972
Screwfix - supplies for mounting art work	25.19	5.01	30.20	973
Jinca Ltd - Windows 10 / back up/ support	290.00	58.00	348.00	975
G A Festival - Steel band	500.00		500.00	976
Total HMRC	2,312.29		2,312.29	977
John Cordell - repair to phone system	95.00		95.00	978
Studio 28 - design for programme	125.00		125.00	979
Corporate Entertainment Professionals Ltd - stilt walker	250.00	50.00	300.00	980
PK Inprint Ltd - crosstalk	991.28		991.28	981
Elite Hire - tables and chairs	43.50	8.70	52.20	983
Esso - MT fuel	103.44	20.69	124.13	DD
Esso - MT fuel	112.11	22.43	134.54	DD
Frontier Voice/Utilitrack - Broadband and phone	74.03	14.81	88.84	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	1,664.89	327.12	1,992.01	DD
Lex Autolease - Berlingo - Mt Vehicle	198.60	39.72	238.32	DD
Nest Pension Contribution	20.09		20.09	DD
EON - elec SMG	38.04	1.9	39.94	DD
EON - elec Chamber Markets	54.10	2.71	56.81	DD
EON - Salisbury Close	29.30	1.47	30.77	DD
Total salaries	£ 9,192.13		9,192.13	SO
BCC- pensions Contributions	2,199.88		2,199.88	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	550.00		550.00	SO
Crystal Supershop - Mt mobile top up	10.40			CC
Printed. Com	92.10	18.42		CC
Printed. Com	441.32	88.26		CC
Amazon - keyboard	10.34	2.07		CC
Risboro Garage - puncture repair	22.00	4.40		CC
Amazon - mouse	10.82			CC
Amazon - cable / plugs	25.99			CC
Amazon - nokia mobile phone	19.14			CC
Amazon - nokia mobile phone	- 19.14			CC
Chinnor & Paving Suppliers - soil	39.80	7.96		CC
1&1 internet domain	10.99	2.20		CC
Vistaprint - banner	63.31	12.67		CC
Remmerprint - raffle tickets	41.00			CC
The Post Office - reg post re audit	2.85			CC
Adlam Repro - printing	5.00			CC
Art & Office - stationary	1.75			CC
Amazon - cctv	79.90			CC
Adobe Cloud software	38.11			CC
Total Credit Card			1,031.66	CC
TOTAL	28,091.54	1,922.20	30,013.74	