

FINANCE
PRINCES RISBOROUGH TOWN COUNCIL
DRAFT MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD
ON TUESDAY 24th MAY 2016 AT 6.45 PM, IN THE MEETING ROOM, PRINCES CENTRE,
CLIFFORD ROAD, PRINCES RISBOROUGH

PRESENT

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

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs A Turner 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 May were examined by the Committee.

Cllr J Coombs proposed and Cllr A 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.

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 6.55pm

Chairman.....

Date

Princes Risborough Town Council
PAYMENTS May 2016

Payment	Payee	Net	VAT	Gross
936	E Cox - Mobile Stage Hire - deposit for 9th July	225.00	0.00	225.00
937	Crisp Recognition Ltd 10 x name badges for councillors	44.00	8.80	52.80
938	TBS Hygiene Ltd - dog waste collection 4/3/16-25/3/2016	316.80	63.36	380.16
939	RT Machinery Ltd - Kubota beacon repair	140.03	28.00	168.03
940	Travel Expenses - Annual Audit Training	18.90		18.90
941	D2D Distribution Ltd - crosstalk	325.00	65.00	390.00
942	Briants of Risborough Ltd - replace cutter belt Turfmaster	9.46	1.89	11.35
943	ATM refreshments	10.97		10.97
944	McDonald Motors - service berlingo MT vehicle	150.10	30.02	180.12
945	BALC - Annual Subscription	1,117.06		1,117.06
946	Briants of Risborough Ltd - Drum / sign/grass cutting variant	113.41	22.68	
946	Briants of Risborough Ltd - hammer /nails/wicket	18.17	3.63	
946	Briants of Risborough Ltd - tommy screws	10.74	2.15	170.78
947	Cards	10.00		10.00
948	Elite Hire - hire tables and chairs festival	175.60	35.12	210.72
949	Total HMRC paye	2299.73		2,299.73
950	Travel to Agenda and Minutes training	6.30		6.30
951	Travel to Agenda and Minutes/ website training	16.20		16.20
952	Allposters - cardboard cut outs for Festival	144.48	28.92	173.40
953	PK Inprint Ltd - leaflets for Bake Off	140.00	0.00	140.00
954	Lamps And Tubes Union Jack Flags for Festival	450.00	90.00	540.00
955	Zurich - Annual insurance 31/5/2016-30/5/2017	4,015.12		4,015.12
DD	Esso - MT fuel	88.05	17.60	105.65
DD	Esso - MT fuel	74.83	14.96	89.79
DD	Frontier Voice/Utilitrack - Broadband and phone	79.61	15.92	95.53
DD	Fulton Network Ltd - Mt vehicle	291.99	58.40	350.39
DD	3 Mobile - Mt mobiles -	25.31	5.06	
DD	3 Mobile - Mt mobiles -	10.00	2.00	42.37
DD	Grundon Waste Management	4.50	0.90	5.40
DD	Southern Electric - Street Lighting energy cost	1,836.62	360.91	2,197.53
DD	Lex Autolease - Berlingo - Mt Vehicle	198.60	39.72	238.32
DD	Nest Pension Contribution	20.09		20.09
DD	PBL Public Works Loan Board - Wades Park	1,369.47		
DD	PBL Public Works Loan Board - SMG	9,610.08		10,979.55
	Total salaries	8989.65		8,989.65
	Total pensions	2193.47		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	134.20		134.20
CC	Office supplies	4.56	0.91	
CC	Marks & Spencer -ATM refreshments	12.50		
CC	Askett nurseries - sand	3.99		

CC	Adobe Cloud software	38.11		
CC	Istock - photo credits for leaflet creation & design	36.00	7.20	
CC	WDC Lottery license	40.00		
CC	Partyrama - Queen cardboard cut out	31.44		
CC	Amazon - Mary Berry books	27.00		
CC	Amazon - refund return Festival equipment	- 49.17	-9.83	
CC	Marks & Spencer - ATM refreshments	9.95		
CC	Viking - stationery supplies	33.89	6.78	
CC	Wilko - frames for citizens award	7.55		
CC	John Lewis vouchers - ATM	250.00		
CC	John Lewis - delivery charge	5.75		
CC	Total weed Control - fertilizer	42.50	8.50	
CC	Post office - insufficient postage paid	1.50		
CC	Amazon - diary and picture hooks	7.65	1.52	
CC	BCA - apprentice bus tickets	50.00		
CC	Sevenside safety supplies -Hi viz trousers for MT Team	82.16	16.43	
CC	Total Credit Card			666.89
	TOTAL	36,218.76	1,002.52	37,221.28