

PRINCES RISBOROUGH TOWN COUNCIL
Draft MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON THURSDAY 25th MAY 2017 AT 3.00 PM
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD,
PRINCES RISBOROUGH

PRESENT

Chairman - Cllr I McLauchlan
Cllrs. D Knights, A Ball, J Coombs and M Walsh
Clerk Susanne Griffiths
No members of the public

1. APOLOGIES FOR ABSENCE

No apologies were received.

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. Cllr M Walsh declared an interest in agenda item 6.

4. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

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

Cllr A Ball proposed and Cllr J Coombs 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. MINOR GRANT APPLICATIONS FOR RECOMMENDATION TO THE TOWN COUNCIL

Cllr M Walsh declared an interest in the grant application from the Princes Centre and took no part in the following discussion or decision.

A grant application has been received from the Princes Centre

A grant application has been received from the Princes Centre for £250.00 to provide entertainment for the clients during the Princes Centre birthday week.

Resolved: A recommendation to the Town Council to approve the application

A grant application has been received from the Princes Risborough Mother and Toddler Group

A grant application has been received from the Princes Risborough Mother and Toddler Group for £250.00 towards toys, crafts, activities and insurance.

Resolved: A recommendation to the Town Council to approve the application providing the funds are spent on new equipment and toys.

7. THE INTERNAL AUDITORS REPORT ON THE AUDIT RETURN 2016/2017.

The Clerk presented the meeting with a letter from the Internal Auditor to confirm that the 2016/2017 internal audit has been completed and all was in order.

The Clerk presented the Annual Return of Account for the year 2016/2017 for approval by the Finance committee.

The Finance Committee having examined the accounts found them to be in order and Cllr D Knights proposed that the Finance Committee approve the accounts and recommends that accounts for approval to the Town Council.

Seconded by Cllr I McLauchlan. **All present agreed.**

8. AGENDA ITEMS FOR NEXT MEETING

Election of the Vice Chairman.

9. 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 3.30 pm.