

FINANCE
PRINCES RISBOROUGH TOWN COUNCIL
DRAFT MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD
ON WEDNESDAY 14th SEPTEMBER 2016 AT 2.15 PM, IN THE MEETING ROOM, PRINCES
CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH

PRESENT

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

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. None were declared.

4. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

The income and expenditure for September 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 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.

A minor grants application has been received from The Risborough Youth Club

The Risborough Youth Club has requested a grant of £250.00 as they are expanding their operations to include a lunchtime club. **All present agreed** to recommend to the Town Council that the application is approved. **SG**

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 2.30pm.

Chairman.....

Date

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Princes Risborough Town Council
PAYMENTS September 2016

Payment	Payee	Net	VAT	Gross
1039	Mh-P Ltd - Website Local Council award scheme	150.00	30.00	180.00
1040	Oxley Conservation Ltd - final fee for precontract fees	1,729.88	345.98	2,075.86
1041	Blanchford Building Supplies - ballast	11.20	2.24	13.44
1042	Briants of Risborough Ltd - gloves	36.72	7.34	44.06
1043	John Cordell - (original chq lost) re phone system	95.00		95.00
1044	Mt work 10/8-22/8	476.00		476.00
1045	Staples - labels for SMG plan	2.49		2.49
1046	R J Woodward - bake off	57.00		57.00
1047	LOGO-CO(NE) Ltd MT clothing	45.30	9.06	54.36
1048	LOGO-CO(NE) Ltd MT clothing	59.85	11.97	71.82
1049	Mobile Hire Platform Hire Ltd - cherry picker	570.00	114.00	684.00
1050	BALC - Local Council Admin Book	70.00		70.00
1051	George Browns Ltd - blade	47.22	9.44	56.66
1052	Glasdon UK Ltd - litter bin	175.62	35.12	210.74
1053	Assetrac Ltd - grave pegs SMG	1,005.00	201.00	1,206.00
1054	Total HMRC	2,230.49		2,230.49
1055	ERT Search and Rescue - First Aid Xmas Light event 2015	350.00		350.00
1056	Eros Hire Tools Ltd - platform hire	138.50	27.70	166.20
1057	PA Spittles Landscapes Ltd - kerbing at SMG	578.00	115.60	693.60
1058	RT Machinery Ltd - Kubota service	589.26	117.85	707.11
1059	Mazars - annual audit fee	1,025.00	205.00	1,230.00
DD	EON - elec Market House	59.34	2.97	62.31
DD	EON - elec SMG	35.38	1.77	37.15
DD	EON Elec -Earle Mitchell	23.27	4.65	27.92
DD	Southern Electric - Street Lighting energy cost	1,803.54	354.32	2,157.86
DD	Utiltrack broadband and office phone	78.54	15.71	94.25
DD	Esso - MT fuel	147.49	29.50	176.99
DD	Esso - MT fuel	89.96	17.99	107.95
DD	Grundon Waste Management	68.92	13.78	82.70
DD	Lex Autolease - Berlingo - Mt Vehicle	198.60	39.72	238.32
	Total salaries	9,551.79		9,551.79
	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	Cllrs quarterly expenses	450.00		450.00
SO	Keith Dobson- risk assessment	134.20		134.20
CC	Amazon - laminator	24.99		
CC	Amazon - CCTv	67.95		
CC	Adobe Cloud software	38.11		
CC	Amazon - mouse	7.93	1.58	
CC	Crystal Shop - MT mobile top up	10.20		
CC	Total Credit Card			150.76
	TOTAL	25,296.17	1,790.26	27,086.43