

FINANCE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD
ON TUESDAY 9TH JANUARY 2018 AT 3.00 PM,
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH

PRESENT

Chairman - Cllr A Turner,
Cllrs I Pearce, 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 I McLauchlan and D Knights.

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 November were examined by the Committee.

Cllr J Coombs proposed and Cllr I Pearce 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. REVIEW OF THE FINANCIAL REGULATIONS FOR RECOMMENDATION TO THE TOWN COUNCIL

All present agreed for Cllrs A Turner, M Walsh and the Clerk to establish a Working Group to review the financial regulations with recommendations for the members to consider at the next meeting. **AT/MW/SG**

7. AGENDA ITEMS FOR NEXT MEETING

To consider the report on the Financial Regulations from the Working Group for recommendation to the Town Council

8. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be on the 13th February 2018 at 6.30pm.

There being no further business the meeting closed at 3.20pm.

Chairman.....

Date

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Princes Risborough Town Council
PAYMENTS Jan 20178

Payment	Payee	Net	VAT	Gross
1453	Animal Magic Pony Parties Ltd	1,000.00		1000.00
1454	ARD Playgrounds	170.00	34.00	204.00
1455	Barnes and Wells	400.00	80.00	480.00
1456	Blanchfords	6.51	1.30	
1456	Blanchfords	4.30	0.86	
1456	Blanchfords	4.25	0.85	
1456	Blanchfords	14.67	2.93	
1456	Blanchfords	9.11	1.82	
1456	Blanchfords	0.86	0.17	
1456	Blanchfords	40.28	8.05	95.96
1457	Control Print Solutions	88.40	17.68	106.08
1458	ERT - first aid summer festival	350.00		350.00
1459	Funday Entertainment Ltd	1,600.00	320.00	1,920.00
1460	Greig and Stephenson	4,800.00	960.00	5,760.00
1461	Helpful Hirings	210.00	42.00	252.00
1462	Hunts furniture	4,499.66	899.93	5,399.59
1463	Interserve Fire Services Ltd	149.63	29.93	179.56
1464	Post office	56.00		56.00
1464	Chiltern Brewery - PCSO retirement chairmans allowance	23.73		23.73
1465	Matrix security - smg gates	160.00	32.00	192.00
1466	MDJ Building	8,090.93	1618.18	9,709.11
1467	Miles Shepherd	29.36	5.87	35.23
1468	Godwins Bakery	56.00		56.00
1469	Neverland Entertainment	450.00		450.00
1470	Pk Inprint	43.00	8.60	51.60
1471	Clerks Expenses	15.30		15.30
1472	St John Ambulance	232.80	46.56	279.36
1473	TBS Hygiene Ltd	450.00	90.00	540.00
1474	chq cancelled			
1475	HMRC - paye	2,425.26		2,425.26
DD	Three - phone	35.31	7.06	42.37
DD	Three - phone	35.31	7.06	42.37
DD	Alphabet GB LTD Mt vehicle	339.99	68.00	407.99
DD	SSE - energy street lighting	1,959.37	385.00	2,344.37
DD	Lex Autolease - Ford transit - Mt Vehicle	334.99	67.00	401.99
DD	Grenke - photocopier qrtly lease	180.00	36.00	216.00
DD	BT wi-fi in Market House	51.90	10.38	62.28
DD	Channel Telecom -office phones	42.25	8.45	50.70
DD	Esso - MT fuel	68.93	13.79	82.72
DD	Esso - MT fuel	57.26	11.45	68.71
DD	Grundon Waste Management	72.88	14.58	87.46
DD	Castle Water	7.13	1.42	8.55

DD	Castle Water	3.38	0.67	4.05
DD	Frontier Voice - broadband and office phone	80.50	16.10	96.60
DD	Nest pension	27.00		27.00
SO	Total salaries	9183.09		9183.09
DD	Total pensions	1,944.61		1,944.61
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	135.40		135.40
CC	Print a banner	25.83	5.17	
CC	Start Traffic - refund for late delivery	- 3.55	-0.71	
CC	Collins - diary	20.33	3.42	
CC	County Court	60.00		
CC	Adobe Cloud software	42.14		
CC	Post Offic - stamps	112.00		
CC	Start Traffic - line paint	60.70	12.14	
CC	Amazon - ladder	74.99		
CC	Amazon - bin bags	19.98	3.99	
CC	Print a banner	28.38	5.68	
CC	Money soft	65.00	13.00	
CC	Seton -dogs on leads signs	8.06	1.61	
CC	MJH Services - MH key	7.50		
CC	Drainage Sales - duct	15.26	3.05	
CC	Vitaprint - Xmas cards	60.45	12.09	
CC	Envelopes for xmas cards	2.36	0.47	
CC	Total			659.34
	TOTAL	41,438.62	4,983.57	46,422.19