

**FINANCE
PRINCES RISBOROUGH TOWN COUNCIL
MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD
ON TUESDAY 24TH OCTOBER 2017 AT 6.30 PM, IN THE MEETING ROOM, PRINCES CENTRE,
CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman - Cllr A Turner,
Cllrs M Walsh, I Pearce, J Coombs 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 October were examined by the Committee.
Cllr A Turner proposed and Cllr M Walsh 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. OPENING A LLOYDS BANK 32 DAY BUSINESS DEPOSIT ACCOUNT

The Clerk informed the members of a new deposit account that offers better interest rate for the Town Council and that can be accessed in 32 days.

Resolved: To open a 32 day business account for reserve funds. SG

7. APPROVAL OF THE PRINCES RISBOROUGH OLD BRITISH SCHOOL FUND ACCOUNTS 2016/2017

The Clerk presented the members with the annual accounts for The Princes Risborough Old British School Fund for 2016/2017

Resolved: To approve the accounts for the Princes Risborough Old British School Fund for 2016/2017 SG

8. AGENDA ITEMS FOR NEXT MEETING

To discuss and decide on recommending to the Town Council approval of the Annual Review of the Effectiveness of Systems of Internal control.

9. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be on the 14th November 2017. There being no further business the meeting closed at 7.00pm.

Chairman.....

Date

Princes Risborough Town Council
PAYMENTS Oct 2017

Payment	Payee	Net	VAT	Gross
1372	Vale Training Services Ltd - 2 person working at heights course	200.00	40.00	240.00
1373	Vale Training Ltd _ first aid course x 2	180.00	36.00	216.00
1374	Windowflowers - hanging basket rent/summer displays	2875.00	575.00	3,450.00
1375	TBS Hygiene Ltd - dog waste collection Sep	450.00	90.00	540.00
1376	Rotary International District 1090 - marshall course	140.00		140.00
1377	BALC - data protection course	63.11		63.11
1378	BALC - Annual Audit course	37.06		37.06
1379	PA Spittles - concrete base for RRJFC storage facility	1,562.00	312.40	1,874.40
1380	PK Inprint Ltd - laminated historic prints	78.00	15.60	93.60
1381	Control Print Solutions - photocopier	125.61	25.12	150.73
1382	Chiltern Directories Ltd - half page	140.00	28.00	168.00
1383	Jinca Ltd - IT	330.00	66.00	396.00
1384	Grand Designs - blinds	362.50	72.50	435.00
1385	HMRC - paye	2,440.62		2,440.62
1386	Helpful Hirings - excavator/red diesel	73.42	13.68	87.10
1387	Post Office - certificate of posting	1.75		1.75
1388	Cheque cancelled			
1389	Cosper memorial - hook	1.50		1.50
1390	Blanchford Building Supplies - jubilee clip	10.36	2.07	12.43
1391	Briants of Risborough Ltd - stake/postmix	12.82	2.56	15.38
1392	Turney Group -parts for mower	216.24	29.24	245.48
1393	SSE Contracting - qrtly rechargeable repairs	1,441.19	288.24	1,729.43
1394	Balc - Demystifying planning course x 2	115.80		115.80
1395	Sallys Sewing Box- fabric for plaque	2.75		2.75
1396	Tesco - Market House opening refreshments	26.50		26.50
1397	Risborough Gallery - print framing	580.00		580.00
1398	Dukes	274.00	54.80	328.80
DD	GrenkeLeasing - qrlly rent photocopier	180.00	36.00	216.00
DD	3 Mobile - MT mobiles	26.57	7.31	
DD	3 Mobile - MT mobiles	10.00		43.88

DD	3 Mobile - MT mobiles	35.90	7.18	43.08
DD	Alphabet GB LTD Mt vehicle	339.99	68.00	407.99
DD	SSE - energy street lighting	1,898.26	372.98	2,271.24
DD	Lex Autolease - Ford transit - Mt Vehicle	334.99	67.00	401.99
DD	BT wi-fi in Market House	51.90	10.38	62.28
DD	Channel Telecom -office phones	49.54	9.91	59.45
DD	Esso - MT fuel	26.28	5.26	31.54
DD	Esso - MT fuel	94.94	18.99	113.93
DD	Castle Water	4.05		4.05
DD	Grundon Waste Management	72.73	14.55	87.28
DD	Frontier Voice -	42.50	8.50	51.00
SO	Total salaries	9881.28		9881.28
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	BCA - bus tickets apprentice	57.50		
CC	Vistaprint -postcards	50.21		
CC	Double the Bubbles -	120.00	50.00	
CC	Nisbets plastic cups/glasses	87.50	17.50	
CC	Gala tent -gazebo	231.65	46.33	
CC	Adobe Cloud software	42.14		
CC	Morrisons	20.00		
CC	Total of credit card			722.83
	TOTAL	28,378.01	2,467.07	30,845.08