



PRINCES RISBOROUGH TOWN COUNCIL



TO: THE MEMBERS OF THE FINANCE COMMITTEE (Councillors A Turner, J Roberts, N Davis, J Coombs, M Walsh, I Pearce, I Mclauchlan, A Ball)

Dear Councillor,

You are summoned to attend a meeting of the **Finance Committee** to be held at **The Princes Centre, Clifford Road, Princes Risborough** on **Monday 20th January 2020 at 2.30PM** when the business set out in the following agenda will be transacted.

Susanne Griffiths

**Clerk to the Town Council
14th January 2020**

AGENDA

- 1. Welcome and Apologies for Absence**
Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk.
- 2. Acceptance of minutes of Previous Meeting of the 16th December 2019**
To receive and approve as a correct record the minutes of the Finance meeting held on the 16th December 2019
- 3. Declarations of Interest and Dispensations**
To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.
 - i) Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it.
 - ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).
- 4. To note Accounts for Payment and Items of Income**
- 5. Correspondence**
To discuss and decide on the response to correspondence received at the Town Council relating to the Finance Committee
- 6. Future Agenda Items**
To receive items to be included in the next agenda that fall under the remit of this Committee
- 7. Date of next meeting**
To note the date of the next meeting

Distribution – all Councillors, Noticeboards and Council website.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

The Princes Centre, Clifford Road, Princes Risborough, Bucks. HP27 0DP
Tel 01844 275912 e-mail towncouncil@princesrisboroughtowncouncil.gov.uk
Web: www.princesrisboroughtowncouncil.gov.uk



Princes Risborough Town Council



MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON MONDAY 16th DECEMBER 2019 AT 3.00 PM,
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH

PRESENT

Chairman - Cllr A Turner
Cllrs J Coombs, M Walsh and I Pearce.
Town Clerk -Susanne Griffiths

1 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllrs N Davis, J Roberts, A Ball and I McLauchlan who had work commitments.

RESOLVED: To receive and note the following apologies from Cllrs N Davis, J Roberts, A Ball 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 AND DISPENSATIONS

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and any relevant dispensations.

4. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

The income and expenditure for December 2019 were examined by the Committee.

Cllr J Coombs proposed and Cllr I Pearce seconded that the schedule of payments due for the period ending 31st December 2019, be approved.

Resolved: To approve the schedule of payments for December 2019

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 5.7 adopted November 2019, records of regular payments made were signed by two members thus controlling the risk of duplicated payments being authorised or made.

As required by Financial Regulation 2.2, the Committee notes that Cllr J Coombs and Cllr A Turner verified bank statements for the period 1st November 2019 to 30th November 2019 and found no matters arising for the Committee's consideration.

5. CORRESPONDENCE

None.

6. MINOR GRANT APPLICATION

FIFAR

An application has been received for £250 to enable guest speakers to visit local schools relating to bullying, drugs and knife crime etc.



Princes Risborough Town Council



Cllr A Turner proposed to recommend to the Town Council that the £250 grant is approved and awarded to FIFAR with the condition that they acknowledge the contribution made by the Council when arranging promotional activity or literature. Seconded by Cllr I Pearce.

Resolved: To recommend to the Town Council that the £250 grant is approved and awarded to FIFAR with the condition that they acknowledge the contribution made by the Council when arranging promotional activity or literature.

SG

7. FUTURE AGENDA ITEMS

To be advised.

8. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be on the 20th January 2020 at 3.00pm.

There being no further business the meeting closed at 3.15pm.

Chairman.....

Date