



Princes Risborough Town Council



**MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD
ON MONDAY 21st JANUARY 2019 AT 3.00 PM,
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman - Cllr A Turner

Cllrs, A Ball, I Pearce, D Knights, M Walsh, I McLauchlan and J Coombs.

Clerk to the Town Council – Susanne Griffiths

1 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllr D Knights

RESOLVED: To receive and note the following apologies from Councillor 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. MINUTES

Resolved: To agree the minutes of the Finance Estimates meeting held on the 20th November 2018

4. DECLARATIONS OF INTEREST AND DISPENSATIONS

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and any relevant dispensations. None were declared.

5. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

The income and expenditure for January 2019 were examined by the Committee. A payment due to a contractor was removed from the schedule.

Cllr A Ball proposed and Cllr I Pearce seconded that the remaining schedule of payments due, for the period ending 31st January 2019, be approved

Resolved: To approve the schedule of payments for January 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 March 2018, 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 A Turner and Cllr M Walsh verified bank statements for the period 1st December 2018 to 31st December 2018 and found no matters arising for the Committee's consideration.

6. CORRESPONDENCE

None.

7. AMENDED GRANT AWARDING POLICY

The Clerk had previously circulated an amended Grant Awarding Policy to the members for their consideration for recommendation to the Town Council. Cllr J Coombs proposed that the revised policy is recommended to the Town Council. Seconded by Cllr I Pearce.

Resolved: To recommend the revised Grant Awarding Policy to the Town Council.

SG

8. COMMITTEE BUDGET

Cllr M Walsh proposed a budget for the new committee which would include the income and expenditure for the Market House, Community Centre, 39 High Street and land leases. Seconded by Cllr A Ball.

Resolved: To recommend a budget for the new committee for the Market House, Community Centre, 39 High Street and land leases to the Town Council.

SG



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9. GRANT APPLICATION

A grant application has been received from Risborough Rangers Senior Football Club for £250 towards a memorial plaque. Cllr M Walsh proposed that the application is recommended for approval to the Town Council. Seconded by Cllr J Coombs.

Resolved: To recommend to the Town Council that the grant application for Risborough Rangers Senior Football Club is approved.

10. FUTURE AGENDA ITEMS

To be advised.

11. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be on the 18th February 2019 at 3.00 pm. There being no further business the meeting closed at 3.30pm.

Chairman.....

Date

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PAYMENTS Jan 2019

Payment	Payee	Net	VAT	Gross
FP	Blanchford Buliding Supplies cement bolts plates/wipes	17.01	3.41	20.42
FP	Andrew Eades Inspection Community Centre	1250.00	250.00	1500.00
FP	TBS Hygiene dog waste Dec 18	360.00	72.00	432.00
FP	SLCC meeting travel	8.10		8.10
FP	Visionict website	308.00	61.60	369.60
FP	Ellis Whittam Occupational Helath Assessment	525.00	105.00	630.00
FP	Counrty Baskets wire	30.76	6.15	36.91
FP	R & M Chateau Wines over 75s lunch	46.00	9.20	55.20
FP	Travel Town regeneration Architects	16.45		16.45
FP	The Princes Centre First Aid Training	180.00		180.00
FP	Zurich insurance Community Centre	414.11		414.11
FP	Lewis Developments turf SMG	13450.00	2690.00	16140.00
FP	Lewis Developments turf SMG	930.00	186.00	1116.00
FP	REAL plumbing & Heating 39 High St	80.00	16.00	96.00
FP	HMRC paye	2851.10		2851.10
DD	Castle Water Salisbury Close	78.94		78.94
DD	Grenke photocopier lease	180.00	36.00	216.00
DD	Three mobiles	35.31	7.06	42.37
DD	Ampower lighting MT	47.52	2.37	49.89
DD	Ampower lighting MT	1973.16	394.63	2367.79
DD	Alphabet GB LTD Mt vehicle	339.99	68.00	407.99
DD	Lex Autolease - Ford transit - Mt Vehicle	334.99	67.00	401.99
DD	BT wi-fi in Market House	39.90	7.98	47.88
DD	Channel Telecom -office phones	76.33	15.27	91.60
DD	Esso - MT fuel	13.50	2.70	16.20
DD	Esso - MT fuel	151.00	30.20	181.20
DD	Grundon Waste Management	4.65	0.93	5.58
DD	Nest pension	141.17		141.17
SO	Prudential pension	100.00		100.00
SO	Total salaries	9971.34		9971.34
DD	Total pensions	2,245.49		2,245.49
SO	SSE Contracting - lighting maintenance	434.92	86.98	521.90
SO	Princes Centre- refreshments	20.00		20.00
SO	Princes Centre- office rent	416.67		416.67
SO	Keith Dobson- risk assessment	136.40		136.40
CC	Vistaprint xmas cards	46.25	9.25	
CC	Print a banner 39 High St	41.42	8.28	
CC	Adlam repro posters 39 High St	28.80	5.76	
CC	Post Office Xmas cards	48.24		
CC	Amazon filofax refill	11.23	2.25	
CC	Amazon diary	2.46	0.49	
CC	Post Office keys 39 High St	7.95		
CC	Amazon delivery fee	7.99		
CC	Adobe software	41.62		
	Total			261.99
	TOTAL	37,443.77	4,144.51	41,588.28