



Princes Risborough Town Council



**MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON MONDAY 17th JUNE 2019 AT 2.30 PM,
IN THE MEETING ROOM, PRINCES CENTRE, CLIFFORD ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman - Cllr A Turner

Cllrs - A Ball, I McLauchlan, I Pearce and M Walsh

Clerk -Susanne Griffiths

1 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllr J Coombs who had Red Cross commitments and Cllr N Davis who had work commitments.

RESOLVED: To receive and note the following apologies from Cllr Coombs.

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. None were declared.

4. Election of Vice Chairman

Cllr A Turner proposed Cllr I Pearce as Vice Chairman of the Finance Committee.

Seconded by Cllr A Ball.

RESOLVED: To appoint Cllr I Pearce as Vice Chairman of the Finance Committee

5. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

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

Cllr I Pearce proposed and Cllr A Ball seconded that the remaining schedule of payments due, for the period ending 30th June 2019, be approved.

Resolved: To approve the schedule of payments for June 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 May 2019 to 31st May 2019 and found no matters arising for the Committee's consideration.

6. CORRESPONDENCE

No correspondence was received.



Princes Risborough Town Council



7. GENERAL RESERVES POLICY

The Clerk informed the members that the Joint Panel on Governance and Accountability for Smaller Authorities in England 2019 recommends that each authority adopt a General Reserves Policy. **All present agreed** for Cllrs M Walsh, A Turner and the Clerk to form a Working Group to produce a General Reserves Policy for review by the Finance Committee and then recommendation to the Town Council. **MW/AT/SG**

8.FUTURE AGENDA ITEMS

To review the General Reserves Policy for recommendation to the Town Council.

9. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be on the 15TH July 2019 at 2.30 pm. There being no further business the meeting closed at 2.45pm.

Chairman.....

Date **Page 12/19**



Princes Risborough Town Council



Princes Risborough Town Council | PAYMENTS June 2019

Payment	Payee	Gross
FP	Travel expenses	68.85
FP	RT Machinery Mt supplies	228.00
FP	G A Thomas festival	500.00
FP	Mix 96 Events Package	420.00
FP	HMRC paye	3673.90
FP	HIYA Bucks Whats on Guide	18.00
FP	Gold Star Cleaning RCC	625.00
FP	Chef on Tour festival	500.00
FP	Jinca Ltd IT support	132.00
FP	Miles Shepherd stationery	30.00
FP	PRLTC grant	250.00
FP	Vale Training Services manual handling course	342.00
FP	Deck Chairs UK festival	550.00
FP	TBS Hygiene dog waste	594.00
FP	The Figure Shop RCC	150.00
FP	Salary RCC	460.00
FP	Fusion Extreme festival	750.00
FP	Hunts Office desks pedestals	979.38
FP	St Marys Church festival	90.00
FP	Simon says Magic festival	250.00
FP	Sillfield Farm Farmers Market	600.00
FP	Interserve MH Fire equip service	98.91
FP	Herts CC RCC supplies	41.33
FP	Coleman Property Services leak RCC	45.00
FP	Pipesafe Plumbing Hob installation	90.00
FP	Emma Buckley RCC refund	50.00
FP	Vision ICT Website	126.00
FP	Total Gas Power 39 High ST	37.43
FP	Chiltern Directories festival	248.40
FP	WDC RCC rates	977.00
FP	Wingrave Partnership RCC	900.00
1726	John Wood Festival	250.00
1727	Pro Con Hire cherry picker	1122.24
1728	Sundown Screens Cinema	1500.00
FP	N Haswell festival	400.00
FP	Turney Group MT supplies	12.00
FP	Briants MT supplies	56.12
FP	Blanchfords Mt supplies	9.71
FP	Castle water RCC	19.83
FP	EON SMG	47.92
FP	EON Salisbury Close	28.41
FP	EON MH	129.50
DD	Clear Business water 39 High St	41.72
DD	Ampower lighting MT	2,414.89
DD	Ampower lighting MT	49.89



Princes Risborough Town Council



DD	Alphabet GB LTD Mt vehicle	407.99
DD	Lex Autolease - Ford transit - Mt Vehicle	401.99
DD	BT wi-fi in Market House	47.88
FP	Cllr expenses	650.00
DD	9 Group -office phones	98.64
DD	Esso - MT fuel	53.79
DD	Esso - MT fuel	217.20
dd	Suez waste removal RCC	4.50
DD	Grundon Waste Management	95.14
DD	Nest pension	434.95
SO	Prudential pension	100.00
SO	Total salaries	13872.22
DD	Total pensions	2,514.01
SO	SSE Contracting - lighting maintenance	521.90
SO	Princes Centre- refreshments	20.00
SO	Princes Centre- office rent	416.67
SO	Keith Dobson- risk assessment	128.30
CC	Total credit card	1065.61
CC	TOTAL	40,958.22
	NET	