



Princes Risborough Town Council



**MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON MONDAY 19TH AUGUST 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, J Coombs, J Roberts and M Walsh

Town Clerk -Susanne Griffiths

1 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies had been received from Cllr Pearce who was on holiday and Cllr Davis has work commitments.

RESOLVED: To receive and note the following apologies from Cllrs Pearce and Cllr Davis

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. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

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

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

Resolved: To approve the schedule of payments for August 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 Walsh verified bank statements for the period 1st July 2019 to 31st July 2019 and found no matters arising for the Committee's consideration.

5. CORRESPONDENCE

No correspondence was received.

6. BRITISH SCHOLL FOUNDATION

Cllr A Turner proposed to approve the accounts for 2018/2019 for recommendation to the Town Council. Seconded by Cllr J Coombs

Resolved: To approve the accounts for 2018/2019 for recommendation to the Town Council. SG



Princes Risborough Town Council



7. FUTURE AGENDA ITEMS

To review the Financial Regulations for recommendation to the Town Council.

To discuss and decide on a Minor Grant application

8. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be on the 16th September 2019 at 2.30 pm.

There being no further business the meeting closed at 2.40 pm.

Chairman.....

Date

Page16 /19

Schedule of Payments for August 2019

| | | |
|-----------------------|-----------------------------|---------|
| TURNEY GROUP | Boots | £79 |
| TURNEY GROUP | Adblue | £11.99 |
| TURNEY GROUP | Adblue | £11.99 |
| TURNEY GROUP | Tyre sealant/tube | £21.35 |
| BRIANTS OF RISBOROUGH | Repairs to strimmer | £84.17 |
| BRIANTS OF RISBOROUGH | Spark plug | £3.84 |
| BRIANTS OF RISBOROUGH | spool/spring/sign/line | £218.01 |
| GEORGE BROWNS LTD | blades/bolts | £137.42 |
| HUNTS OFFICE FURNIT | pedestal | £225.60 |
| FESTIVAL | Tesco/ Wrens/Inflatables | £145.12 |
| OE PLASTERING | Rendering shop front | £500 |
| GOLD STAR CLEANING S | Cleaning Community Centre | £625 |
| TOTAL GAS AND POWER | 39 High St | £36.23 |
| GLASDON UK LTD | Memorial Bench The Crescent | £695.03 |
| SLCC | Training | £1470 |
| SEARCH FIRE | Intruder alarm system | £718.80 |



Princes Risborough Town Council



| | | |
|----------------------|-----------------------------------------|----------|
| SEARCH FIRE | Touchlock keypads | £1078.80 |
| GDT FIRE EXTINGUISHE | Service fire extinguishers | 187.80 |
| IAN WEBB ENGINEERING | generator | £564 |
| MOBILE STAGING LTD | balance of summer stage | £297.50 |
| AB GELSON | Fire alarm maintenance | £96 |
| LEWIS DEVELOPMENTS | Replace turf SMG | £1116 |
| WINGROVE MEDIA | website edit/email issues | £110 |
| THE FIGURE SHOP LTD | salary | £150 |
| BRITISH GAS | Community Centre/British Gas | £941.90 |
| I PEARCE | straw bales festival | £105 |
| BARNES AND WELLS | 11072019/22/Fencing SMG | £1950 |
| BARNES AND WELLS | tree works Wades Park | £360 |
| NISBETS | black bin bags | £83.94 |
| I PEARCE | Lewes Depot /Wilkinson Eyre | £83.70 |
| HELPFUL HIRINGS | Herris fencing outdoor cinema | £264 |
| BALC | Complaints course | £41.10 |
| BALC | Annual Audit Training | £41.55 |
| HERTS COUNTY COUNCIL | Com Centre toilet rolls hand towels etc | £134.92 |
| JKL HEATERS LTD | 1370/37/CIL Economic Regeneration | £300 |
| HMRC | paye | £4137.47 |
| MILES SHEPHERD | paper | £15 |
| LIGHTFOOTS SOLICITOR | Rag pit lease /insurance claim | £267 |
| BUCKS KEEP FIT ASSOC | Community Centre refund | £50 |
| SWING HOPPERS | Festival Swing Hoppers | £200 |
| BLANCHFORD BUILDING | white spirit | £3.96 |
| BLANCHFORD BUILDING | screw hooks /festival | £1.98 |
| BLANCHFORD BUILDING | guttering/clips/bolts | £20.75 |
| BLANCHFORD BUILDING | Cement | £7.79 |
| BLANCHFORD BUILDING | gloves/paint brush set | £15.18 |
| BLANCHFORD BUILDING | guttering/clips/bolts | £11.97 |
| ROBERT ROBSON | Ins claim settlement strimmer | £112.50 |
| A DENBURY | Tesco refreshments | £34.67 |
| J MYLCHREEST | Travel/banking | 14.40 |
| MIX96 | festival advert | £420 |
| LEWIS DEVELOPMENTS | additional turf replacement | £1125 |
| SSE ENTERPRISE | Cols 480 and 481 private feeds | £3343.26 |
| TBS HYGIENE LTD | dog waste collection | £475.20 |
| HAYLEY WATKINS PHOTO | photography festival | £280 |
| S GRIFFITHS | Travel/Study day/Local Plan /Clerks | £62.10 |
| NAOMI WAKEFIELD | Community Centre refund | £50 |
| CONTROL PRINT | photocopier costs | £94.72 |
| JINCA LTD | IT issues Community Centre | £324 |
| JKL HEATERS LTD | repair water leak Com Centre | £247.50 |
| OLS BILLS PEST CONTR | Removal of dead animal | £36 |
| R M CHATEAU WINES | wine for Vol Event | £297.79 |



Princes Risborough Town Council



| | | |
|----------------------|--------------------------------------|-----------|
| M WALSH | April-Aug 19 Travel expenses | £164.61 |
| | Festival - Booker Ltd | |
| | Festival M & S | |
| | Festival George and Dragon | |
| | Risboro Cycles | |
| | Vol Event Co op | |
| | Cinema event Co op | |
| ESSO CARD | fuel | £156.61 |
| NEST PENSION | AUG 19/1901/Nest pension | £434.95 |
| CASTLE WATER | 1735703AUG/1902/Castle Water | £19.83 |
| CASTLE WATER | SMG Castle Water | £61.21 |
| ALPHABET GB LTD | Alphabet vehicle hire | £407.99 |
| RIALTAS BUSINESS SOL | Year End Closedown RBS | £786.81 |
| PRINCES CENTRE | Princes Centre office rent | £416.67 |
| PRINCES CENTRE | refreshments Princes Centre | £20 |
| ESSO CARD | fuel | £226.48 |
| PRUDENTIAL | AUGUST/1909/Prudential | £100 |
| KEITH DOBSON | Monthly play equip risk assessment | 128.30 |
| BT GROUP PLC | Market House 03416/1911/BT Group Plc | £50.04 |
| LEX AUTOLEASE LTD | vehicle lease | £401.99 |
| SALARIES | AUG2019/1914/Salaries | £14137.57 |
| LGPS | AUGUST19/1917/LGPS | £2514.01 |
| 9 GROUP LTD | Broadband/telephone | £117.58 |
| CLEAR BUSINESS | Water 39 High St | £15.38 |
| GRUNDONWASTEMANAGE | GI02714897/1920/Grundon Waste | £95.14 |
| BT GROUP PLC | BT Community Centre | £191.51 |
| CREDIT CARD | Amazon correction tape | £1410.98 |
| | Amazon marker pen | |
| | Amazon wipes | |
| | Morrisons tea dance | |
| | Morrisons tea dance | |
| | Bounce 4 fun summer festival | |
| | Premier Print correx signs | |
| | Amazon delivery | |
| | Amazon lockers | |
| | BC Profiles easy seal | |
| | Risborough Garage tyres | |
| | Nisbets bin bags | |
| | BCC parking penalty | |
| | Amazon napkins | |
| | M& S | |
| | Amazon key box | |
| | Amazon keyboard | |
| | Amazon screen | |
| | Amazon screen keyboard | |



Princes Risborough Town Council



| | | |
|---------|-----------------------------------|----------|
| | Amazon screen keyboard | |
| | Amazon screen keyboard | |
| | Amazon signs | |
| | Amazon signs | |
| | Amazon signs | |
| | Amazon signs | |
| | Adobe software | |
| | BCC parking suspension | |
| | Fullers flowers P S | £1410.98 |
| | Insurance repair Ranger | 694.41 |
| AMPOWER | Ampower street lighting | 4751.91 |
| AMPOWER | Ampower street lighting | 98.19 |
| SUEZ | Community Centre waste collection | 82.51 |