



Princes Risborough Town Council



MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON TUESDAY
28TH MAY 2024 AT 6.30 PM
AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH

PRESENT

Chairman - Cllr S Coombs
Cllrs A Ball, J Biss, S Marshall, I Parkinson, A Turner
K Pope - Deputy Clerk
Jayne Mylchreest – Administration Officer
1 member of the public

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Clerk reported that apologies had been received from Cllr Frost who was on holiday.

Resolved: To accept apologies from Cllrs Frost.

2. ACCEPTANCE OF PREVIOUS MINUTES

The accounts and minutes from the previous month having been previously circulated, were approved by the Meeting to be signed as a true record 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.

Cllrs Turner, Ball and Biss declared a non-pecuniary interest in Agenda item No 9 as members of the Princes Risborough Rotary Club.

4. PUBLIC FORUM

No members of the public were present.

5. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

The income for April 2024 and expenditure for May 2024 were examined by the Committee.

Cllr Ball proposed and Cllr Biss seconded that the schedule of payments due for the period ending 31st May 2024, be approved.

Resolved: To approve the schedule of payments for May 2024.

Further to the Code of recommended practice for local authorities on data transparency, the items of expenditure are attached.

As required by Financial Regulation 2.2, the Committee notes that Cllr Ball and Cllr Coombs verified bank statements for the period 1st April 2024 to 30th April 2024 and found no matters arising for the Committee's consideration.

In accordance with the Financial Regulations 5.7 adopted September 2022, records of regular payments made were signed by two members thus controlling the risk of duplicated payments being authorised or made.

6. CORRESPONDENCE

None.

7. CLERKS REPORT

The Clerk confirmed to the members that there were no outstanding invoices from tenants to report.

8. FINANCIAL REGULATIONS

Following the receipt of the new model Financial Regulations 2024 from NALC, a review of the Financial Regulations had taken place.

Cllr Coombs proposed to approve the revised Financial Regulations for recommendation to the Town Council.

Seconded by Cllr Turner.

Resolved: to approve the revised Financial Regulations for recommendation to the Town Council. JM

9. MINOR GRANT APPLICATIONS

Cllrs Turner, Ball and Biss declared a non-pecuniary interest and took no part in the discussion or vote.

Cllr Coombs proposed to approve the application for £250 to the Rotary Club of Princes Risborough towards the over 75's living alone in Princes Risborough Christmas Lunch for recommendation to the Town Council.

Seconded by Cllr Marshall.



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Resolved: to approve the application for £250 to the Rotary Club of Princes Risborough towards the over 75's living alone in Princes Risborough Christmas Lunch for recommendation to the Town Council. JM

10. FUTURE AGENDA ITEMS

To be advised.

11. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be held on the 25th June 2024 at 6.30pm at the Wades Centre, Stratton Road, Princes Risborough.

There being no further business the meeting closed at 6.43 pm.

Chairman.....Date

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Expenditure May 2024

TRAVEL EXPENSES	Mileage claim Amersham	£12.60
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£150.00
ALPHABET GB LTD	Ford ranger vehicle lease	£415.08
BALC	Planning course JM	£50.00
BARCARE SUPREME LTD	Glass washer hire BS	£90.00
BARCLAYCARD	BS terminal fees	£20.00
BARCLAYCARD	Terminal fee BS	£20.00
BUCKINGHAMSHIRE COUNCIL	Bus rates WC	£807.00
BRIANTS	Rake/mulch	£134.02
BRIANTS	Strimmer service 273596129	£171.84
BRIANTS	Strimmer line	£37.37
BT GROUP PLC	Wi fi MH	£38.34
BT GROUP PLC	Phone/broadband WC	£191.88
CASTLE WATER	Water WC	£10.90
CASTLE WATER	Water Wades Centre	£82.06
CB PHOTOGRAPHY	Photography deposit SF	£100.00
CCW EVENTS MEDICS	15% deposit Medical cover SF	£56.40
CHILTERN ARTS	Wades Centre deposit refund	£500.00
CHILTERN HYGIENE LTD	Sanitary disposal	£925.18
CHILTERN HYGIENE LTD	Sanitary disposal	£91.26
CHILTERN HYGIENE LTD	Sanitary disposal	£639.22
CHILTERN HYGIENE LTD	Credit note	-£229.49
CMPCON LTD	HR support	£9.60
CONTROL PRINT	Photocopier costs	£87.44
CREDIT CARD	Daisy chain ATM	£35.00
	Amazon wipes WC	£9.00
	Amazon kettle WC	£19.97
	Amazon batteries	£2.30
	ETI Thermapen	£72.00
	Bulk wholesale sweets	£36.33



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	Newton flag	£34.80	
	Amazon chair	£39.99	
	Amazon fire warden tabards	£23.96	
	Tesco milk	£2.90	
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	Bizzie Lizzie	£44.50	
	Amazon clips	£9.50	
	Print a banner	£29.75	
	Amtech stain remover WC	£40.56	
	Adobe software	£43.32	
	BC Change of name license	£10.50	
	Total Credit Card		457.03
DEE THORNTON	Legionella Risk Assessment WC	£206.70	
ELDRIDGE ELECTRICAL	Repairs/ new cols	£1,646.70	
ERNEST NEWHOUSE	Internal Audit	£350.00	
ESSO CARD	Fuel	£206.20	
ESSO CARD	Fuel	£49.26	
GDPR INFO LTD	DPO service renewal 2024	£500.00	
GMH CASH REGISTERS	Rent for EPos System BS	£378.00	
GRUNDON	Waste management	£19.80	
HEINEKEN	Line cleaning BS	£216.00	
HERTS COUNTY COUNCIL	Bags/toilet roll	£64.48	
HMRC	HMRC paye	£4,882.91	
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£500.00	
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£150.00	
JURNI LEASING	Documentation Fee new vehicle	£199.00	
KEITH DOBSON	Monthly risk inspection	£144.00	
KJS WINDOW CLEANING	Window cleaning BS	£25.00	
TRAVEL EXPENSES	Mileage claim BC workshop	£8.10	
LEX AUTOLEASE LTD	Ford transit vehicle lease	£394.06	
LGPS	LGPS	£2,298.49	
ST MARYS LUNCH CLUB	St Mary's Lunch club grant	£250.00	
MOBILE STAGING LTD	Mobile stage SF	£397.50	
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£205.20	
MP PAYROLL SOLUTIONS	Payroll fee	£105.00	
MT LOOS	Loos Farmers Mkt	£156.00	
NEST PENSION	Nest pension	£444.57	
ONECOM	Phone/broadband	£35.52	
ONECOM	Phone/broadband	£161.03	
PRUDENTIAL	Prudential pension	£750.00	
PWLB	PWLB Wades Pk-SMG-MH	£17,547.52	
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£500.00	
REBELLION BEER CO	BS bar stock	£86.69	
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£150.00	
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£500.00	



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SALARIES	Salaries	£17,311.78
SHIELD GROUP	Dog waste collection	£353.64
SLCC	Qualification fee SB	£144.00
SSE	Gas WC	£1,110.71
SSE	Electricity WC	£4,730.18
STUDIO 28	Festival printing	£326.50
SUEZ	Waste management	£111.50
T & D ELECTRICAL	Install fused spurs BS	£360.00
T & D ELECTRICAL	Install hand dryer	£1,056.00
THREE.CO.UK	MT mobile phones	£31.45
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WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£500.00
TRUTRAK	Vehicle tracker	£16.68
TURNEY GROUP	Blade x 2	£135.14
TURNEY GROUP	Belt cutterdeck	£210.60
TURNEY GROUP	Charger	£38.40
TURNEY GROUP	Tyre /wheel/delivery	£319.87
TURNEY GROUP	Cover discharge	£35.88
UKPOWER NETWORKS	Col 160 tfr service to new col	£2,059.20
UKPOWER NETWORKS	Col 200 tfr service to new col	£2,059.20
UTP	Card payment terminal	£31.20
UTP	Terminal fees BS	£15.60
YU ENERGY	Street light energy charge	£104.85
YU ENERGY	Electricity Wades Pk	£7.64
YU ENERGY	Street light energy charge	£647.33
		£70,144.26