



Princes Risborough Town Council



MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON TUESDAY
30TH JULY 2024 AT 6.30 PM
AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH

PRESENT

Chairman – Cllrs S Coombs
Cllrs S Marshall, I Parkinson, N Rawsthorne
S Barter - Clerk
Jayne Mylchreest – Administration Officer
No members 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.

None were declared.

4. PUBLIC FORUM

No members of the public were present.

5. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME

The income for June 2024 and expenditure for July 2024 were examined by the Committee.

Cllr Coombs proposed and Cllr Parkinson seconded that the schedule of payments due for the period ending 31st July 2024, be approved.

Resolved: To approve the schedule of payments for July 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 Rawsthorne and Cllr Coombs verified bank statements for the period 1st June 2024 to 30th June 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.

Cllr Marshall joined the meeting at 6.55pm.

6. CORRESPONDENCE

None.

7. CLERKS REPORT

The Clerk confirmed to the members that there were outstanding invoices from tenants to report.

All present agreed for the Clerk to arrange a meeting in the week commencing 12th August 2024 between the tenant and Cllrs Coombs, Rawsthorne and Marshall and the Clerk to discuss the outstanding invoices. **SC/SM/NR/SB**

8. FUTURE AGENDA ITEMS

To be advised.



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9. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be held on the 27th August 2024 at 6.30pm at the Wades Centre, Stratton Road, Princes Risborough.

There being no further business the meeting closed at 6.58 pm.

Chairman.....Date

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Expenditure July 2024

WADES CENTRE	Wades Centre deposit refund	£150.00
A CRITCHFIELD	A Critchfield SF	£150.00
WADES CENTRE	Damage deposit refund	£150.00
ALPHABET GB LTD	Ford Transit vehicle hire	£4,784.55
ALPHABET GB LTD	Ford Ranger vehicle lease	£415.08
ALPHABET GB LTD	Ford transit vehicle lease	£1,594.86
BALC	Climate change conference	£50.00
BALC	Chairing Skills course	£45.00
BARCARE SUPREME LTD	Glasswasher hire BS	£90.00
BARCLAYCARD	BS terminal fees	£40.21
BUCKINGHAMSHIRE COUNCIL	Bus rates WC	£807.00
BRIANTS	Line round	£37.37
BT GROUP PLC	Wi fi Market House	£38.34
CLIVE WINSLOW LTD	Beach sand SF	£899.28
CASTLE WATER	Water Wades Centre	£1,019.16
CB PHOTOGRAPHY	Photography SF	£125.00
CCW EVENTS MEDICS	Medical team SF	£319.60
CHILTERN SOCIETY	Annual subscription	£30.00
CMPCON LTD	HR support	£9.60
CREATION STATION	Craft activities SF	£262.50
CREDIT CARD	Ant powder BS	£6.50
	Amazon toilet rolls WC	£20.75
	Screwfix fixings	£30.66
	Amazon bin bags	£32.00
	BS marketing	£13.12
	Number people Broadband WC	£5.00
	Parking ticket cancellation	£15.00
	Amazon glass cleaner WC	£27.38
	Adobe software	£47.48
	B& Q cabinet door	£50.00
	Amazon keyboard	£19.98
	Amazon stage decor SF	£44.43
	Amazon batteries	£9.65
	Annual credit card charge	£32.00
	cashback	-£0.05



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	Total credit card	£353.90
DAYLA	BS bar stock	£713.08
EVROD COTTOY	Evrod Cottoy SF	£60.00
OUT OF THE BLUE	Out of the Blue SF	£250.00
ESSO CARD	Fuel	£117.22
ESSO CARD	Fuel	£124.34
ESSO CARD	Fuel	£253.85
FRESH DESIGN PRINT	Crosstalk BP Questionnaire	£1,150.00
G A THOMAS	Steel band SF	£550.00
GRENKE LEASING LTD	Photocopier qrtly fee	£117.14
GRUNDON	Waste Management	£19.80
HEINEKEN	Line cleaning BS	£216.00
HELPFUL HIRINGS	Shackle/gloves	£49.80
HELPFUL HIRINGS	Trailer SF	£167.00
HERTS COUNTY COUNCIL	Mop head/blue roll	£50.15
HERTS COUNTY COUNCIL	Toilet rolls WC	£30.05
HMRC	HMRC paye	£4,738.13
IAN WEBB ENGINEERING	Generator hire SF	£942.00
WADES CENTRE	Wades Centre damage deposit	£150.00
WADES CENTRE	Wades Centre deposit refund	£500.00
JNC EVENTS	Sound etc SF	£1,512.00
JTH PERFORMANCE	Ford Ranger service	£312.66
JULIE COLE	Pat & The Butchers SF	£200.00
JUNIOR FILMMAKERS	Wades Centre deposit refund	£500.00
KEITH DOBSON	Monthly risk assessment	£144.00
KJS WINDOW CLEANING	Window cleaning BS	£25.00
LGPS	LGPS	£2,298.49
WADES CENTRE	Wades Centre deposit refund	£50.00
WADES CENTRE	Damage deposit refund	£50.00
M AND D WINES	BS bar stock	£271.44
MOBILE STAGING LTD	Stage Final payment SF	£397.50
MP PAYROLL SOLUTIONS	Payroll admin	£105.00
WADES CENTRE	Wades Centre deposit refund	£499.99
WADES CENTRE	Wades Centre deposit refund	£500.00
P SPENCER	Smartie Artie SF	£295.00
PRUDENTIAL	Prudential pension	£750.00
PWLB	PWLB Wades Centre	£12,775.56
REBELLION BEER CO	BS bar stock	£86.69
ROTARY INTERNATIONAL	Wades Centre deposit refund	£150.00
ROTARY INTERNATIONAL	PR Rotary Club grant	£250.00
WADES CENTRE	Wades Centre deposit refund	£500.00
SALARIES	Salaries	£18,055.60
TRAVEL EXPENSES	Clerks Forum travel expenses	£9.45
SEARCH FIRE	Annual Maintenance Contract WC	£600.00
SHIELD GROUP	Dog waste collection	£353.64



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SHIELD GROUP	Dog waste collection	£353.64
SSE SOUTHERN	Gas Wades Centre	£531.13
SSE SOUTHERN	Electricity WC	£3,688.55
SUEZ	Waste Management	£123.34
SUNDAYS FACES	Face painting SF	£600.00
WADES CENTRE	Wades Centre deposit refund	£500.00
THREE.CO.UK	Mt mobile phones	£31.45
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TRUTRAK	Vehicle trackers	£16.68
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UKPOWER NETWORKS	Willow Way COL 308	£391.20
UKPOWER NETWORKS	Col 161 Reconnection	£2,424.00
UTP	Card payment terminal	£31.20
UTP	Service charge Terminal BS	£15.60
VALE TRAINING LTD	Manual Handling Course SM	£108.00
WIDMER FEEDS	Straw bales SF	£119.00
WINDOW FLOWERS LTD	Flowerbeds	£18,120.00
YU ENERGY	Street light energy charge	£101.30
YU ENERGY	Electricity Wades Park	£7.64
YU ENERGY	Street light energy charge	£528.92
		£90,001.81