



Princes Risborough Town Council



**MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON TUESDAY
24TH SEPTEMBER 2024 AT 6.15 PM
AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH**

PRESENT

Chairman – Cllr A Frost

Cllrs J Biss, A Frost, I Parkinson & S Marshall

Kirsty Pope – Deputy Clerk

No members of the public

In the absence of the Chairman & Deputy, Cllr Marshall proposed Cllr Frost to chair the meeting, seconded by Cllr Biss.

Resolved: Cllr Frost to Chair the meeting.

1. TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

The Clerk reported that apologies had been received from Cllr S Coombs and Cllr Rawsthorne

Resolved: To accept apologies from Cllrs Coombs and Cllr Rawsthorne

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 August 2024 and expenditure for September 2024 were examined by the Committee.

Cllr Frost proposed and Cllr Marshall seconded that the schedule of payments due for the period ending 30th September 2024, be approved.

Resolved: To approve the schedule of payments for September 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 Coombs and Cllr Ball verified bank statements for the period 1st August 2024 to 31st August 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 Parkinson joined the meeting at 6.25pm

6. CORRESPONDENCE

None.

7. COMMITTEE BUDGETS

The Committee members had received detailed income and expenditure reports to date which were circulated to the members in advance of the meeting.

Noted.

8. BUSINESS PLAN CONSULTATION

The responses and results were reviewed and **noted** by the members.

Refer to next months meeting following committee meetings to agree budgets for 25/26



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9. CLERKS REPORT

The Clerk reported that there are still outstanding invoices from a tenant.
The members are waiting for a report from the Chairman therefore no further action was agreed.

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 29th October 2024 at 6.15pm at the Wades Centre, Stratton Road, Princes Risborough.
There being no further business the meeting closed at 6.45pm.

Chairman.....Date

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Expenditure September 2024

HONDA	Recoil starter	£50.00
FUEL CLAIM	Fuel Claim WC	£37.80
ALPHABET GB LTD	Ford ranger vehicle lease	£428.92
ALPHABET GB LTD	Ford transit HJ24WLV	£797.43
ARD	Quarterly risk inspection	£339.60
WADES CENTRE REFUND	Wades Centre deposit refund	£500.00
BALC	Report Writing course	£50.00
BARCARE SUPREME LTD	Glasswasher hire BS	£90.00
BARCLAYCARD	BS terminal monthly charge	£20.00
BASIL AND CREW	Mobile Farm FM	£465.00
BUCKINGHAMSHIRE COUNCIL	Bus rates WC	£807.00
BRIANTS	Gloves	£27.00
BRIANTS	Stihl autcut	£35.21
BT GROUP PLC	Wi fi Market House	£38.34
BUCKS VISION	Wades Centre deposit refund	£500.00
CMPCON LTD	HR support	£9.60
CREDIT CARD	Ris Car - mower parts	£2.99
	Bentleys - tablecloths	£102.00
	Promain paint/tape WC	£240.24
	Amazon filter cartridge	£59.00
	Viro door sign	£8.95
	Amazon gorilla tape	£10.98
	Amazon sign	£8.56
	Amazon hot water sign	£2.78
	Amazon batteries	£15.49



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	Amazon soap	£14.95
	Amazon toilet roll	£18.98
	Protect your bubble acc damage	£6.09
	Amazon laminator	£37.42
	PPO parking envelopes	£6.14
	Amazon cable ties	£5.93
	Amazon pens	£9.87
	Amazon sticky notes	£7.58
	Amazon push pins	£3.29
	Amazon laminating pouches	£5.99
	Amazon descaler	£5.49
	Amazon sterilising tablets	£4.20
	Meta marketing SF	£7.24
	SLCC national conference	£557.00
	Amazon milk	£8.63
	Adobe software	£47.48
	Ironmongery plates	£82.04
	Tradeprint Elton John banner	£41.80
	Amazon vacuum bags	£11.00
	Tradeprint FM banners	£99.28
	Cashback	-£1.74
	Cashback	-£5.55
	Total credit card	£1,424.10
CULLIGAN	Water dispenser service	£261.22
WADES CENTRE REFUND	Wades Centre deposit refund	£500.00
ELDRIDGE ELECTRICAL	Cat 2 faults	£326.10
ELDRIDGE ELECTRICAL	Cat 2 faults	£429.30
EON	Electricity Salisbury Close	£41.39
EON	Electricity Salisbury Close	£219.50
EON	Electricity SMG	£79.76
ESSO CARD	Fuel	£55.94
ESSO CARD	Fuel	£264.61
GRUNDON	Waste management	£160.30
WADES CENTRE REFUND	Wades Centre deposit refund	£150.00
HEINEKEN	Line cleaning BS	£216.00
HERTS COUNTY COUNCIL	Toilet Roll BS	£15.02
HMRC	HMRC	£5,061.76
KEITH DOBSON	Monthly risk inspection	£144.00
BENTLEYS	Bentleys -tablecloths	£96.00
KJS WINDOW CLEANING	Window cleaning BS	£25.00
LGPS	LGPS	£2,298.49
MORGAN ARCHITECTURAL	MH Heritage statement	£375.00
MP PAYROLL SOLUTIONS	Payroll admin	£105.00
MT LOOS	Loos Farmers Market	£156.00
NEST PENSION	Nest	£545.93



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ONECOM	Phone/broadband	£165.42
P BACON	Elton John event	£590.00
PR ROTARY CLUB	Summer Festival support	£250.00
PRUDENTIAL	Prudential pension	£750.00
WADES CENTRE REFUND	Wades Centre deposit refund	£150.00
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REBELLION BEER CO	Bar stock BS	£86.69
WADES CENTRE REFUND	Wades Centre deposit refund	£500.00
SALARIES	Salaries	£17,176.01
SEARCH FIRE	Annual fire extinguisher mt	£88.80
LIDDINGTON	Wades Centre deposit refund	£500.00
SPEEDY FUELS AND LUB	Gas oil	£839.58
SSE	Electricity Wades Centre	£4,121.52
SSE	Gas Wades Centre	£578.87
SSE	Final SSE Electricity WC	£3,797.30
SUEZ	Waste Management	£109.26
SUEZ	Credit note	-£21.73
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TDP LTD	Donated memorial bench	£429.31
THREE.CO.UK	Mt mobile phones	£31.45
TRUTRAK	Vehicle trackers	£16.68
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UKPOWER NETWORKS	Col 523 Park Meadow footpath	£2,652.00
UTP	BS terminal fee	£31.20
UTP	BS terminal fee	£15.60
VENESTA WASHROOM	Mains adaptor BS	£562.44
VISIONICT	Hosted email accounts	£48.00
YGP	Electricity Wades Centre	£2,482.57
YU ENERGY	Streetlight energy charge	£106.56
YU ENERGY	Electricity Stratton Road	£7.90
YU ENERGY	Streetlight energy charge	£550.64
		£53,907.34