



# Princes Risborough Town Council



**MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON TUESDAY  
24<sup>TH</sup> JUNE 2025 AT 6.15 PM  
AT THE WADES CENTRE, STRATTON ROAD, PRINCES RISBOROUGH**

**PRESENT**

Chairman – Cllr I Parkinson  
Cllrs A Ball, J Biss, I Churchill, A Frost, M Walsh  
Susanne 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 McLauchlan who had a work commitment.

**Resolved: To note apologies from Cllr McLauchlan.**

**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.

Cllr Frost joined the meeting at 6.23pm.

**5. ACCOUNTS FOR PAYMENTS AND NOTE ITEMS OF INCOME**

The income for May 2025 and the expenditure for June 2025 were examined by the Committee.

Cllr Walsh proposed and Cllr Frost seconded, that the schedule of payments due for the period ending 30<sup>th</sup> June 2025, be approved.

**Resolved: To approve the schedule of payments for June 2025.**

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 Turner and Cllr Walsh verified bank statements for the period 1<sup>st</sup> May 2025 to 31<sup>st</sup> May 2025 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 reported that a water bill has remained unpaid since April, along with several outstanding invoices carried over from the previous year.

**8. 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.**



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## 9. FUTURE AGENDA ITEMS

To be advised.

## 10. NEXT MEETING

The date of the next monthly meeting of the Finance Committee will be held on the 29<sup>th</sup> July 2025 at **6.30pm.** at the Wades Centre, Stratton Road, Princes Risborough.

There being no further business the meeting closed at 6.32 pm.

Chairman.....Date .....Page 12/25

### Expenditure June 2025

WADES CENTRE DEPOSIT		
REFUND	Wades Centre deposit refund	£500.00
ALPHABET GB LTD	HJ24 WLV vehicle lease	£797.43
WADES CENTRE DEPOSIT		
REFUND	Wades Centre deposit refund	£150.00
BARCARE SUPREME LTD	Glass washer hire	£90.00
BARCLAYCARD	Transaction charges	£20.44
BUCKINGHAMSHIRE COUNCIL	Bus rates WC	£1,016.00
WADES CENTRE DEPOSIT		
REFUND	Wades Centre depsoit refund	£500.00
BRIANTS OF RISBOROUG	Fence paint	£11.39
BRIANTS	Strimmer line	£35.93
BRIANTS	Engine oil/canister/gloves	£87.24
BRIANTS	Wall plate	£5.09
BRIANTS	Treated rail	£32.80
BT GROUP PLC	Wi fi Market House	£41.41
WADES CENTRE DEPOSIT		
REFUND	Wades Centre deposit refund	£500.00
WADES CENTRE DEPOSIT		
REFUND	Wades Centre deposit refund	£500.00
CALOO	SI-008541/256/Quote: 069765	£870.00
	SI-008542/264/Quotation:	
CALOO	07129	£294.00
CALOO	SI-008574/261/Quote 069764	£17,862.00
CASTLE WATER	Water WC	£248.29
CASTLE WATER	Water SMG	£22.42
CASTLE WATER	Water Wades Centre	£5.73
CHILTERN HYGIENE LTD	Sanitary disposal	£999.23
CHILTERN VIEW	Festival Programme	£516.00
CMPCON LTD	Payroll admin	£16.20
CMPCON LTD	Payroll admin	£16.20
CREATION STATION	Entertainment FM	£365.00



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## CREDIT CARD

Asda screen wash	£3.95
Amazon magnifying glass	£8.49
Amazon safety matches	£11.41
Amazon bleach	£11.70
Amazon soap	£14.95
Amazon cleaning wipes	£10.00
Amazon door stoppers	£5.99
Amazon towel roll	£13.94
Screwfix fan Carington Room	£43.28
Screwfix parking post	£158.97
Amazon audio cable	£6.83
Tradeprint playday banner	£21.01
Amazon cables	£16.98
Toolstation refund	-£81.98
Meta advert FM	£9.93
Amazon paint	£18.92
Rawlins paint	£127.31
BC - BS license	£180.00
Adobe cloud software	£47.48
MJH fan superglue	£15.90
Amazon Battery backup	£100.78
Amazon hard drive	£60.84
Tradeprint SF banners	£133.31
Tradeprint SF entry boards	£70.80
Amazon megaphone	£25.98
Cashback	-£5.24
Cashback	-£0.02
Cashback	-£0.02
Total credit card	1031.49
Newsletter distribution	£750.00
BS bar stock	£40.78
BS bar stock	£889.25
BS bar stock	£596.34
Bars stock BS	£1,442.24
SF deckchairs - deposit	£118.75
Reports/upgrading/repairs	£795.90
Leaning cols, upgrades	£1,182.60
Electricity Salisbury Close	£48.97
Electricity MH	£130.54
Electricity SMG	£78.83
Fuel	£129.68
Fuel	£63.19
John Deere service	£1,182.00
Tyre	£36.60
B-2025-05-81/265/Restoring bed	£210.00
GDPR Officer	£500.00

## D2D DISTRIBUTION LTD

DAYLA

DAYLA

DAYLA

DAYLA

DECKCHAIRS UK

ELDRIDGE ELECTRICAL

ELDRIDGE ELECTRICAL

EON

EON

EON

ESSO CARD

ESSO CARD

FAROL

FAROL

GARDEN FORCES LANDSCAPE

GDPR INFO LTD



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GRUNDON	Waste management	£21.58
HEINEKEN	Line cleaning BS	£216.00
HMRC	HMRC paye	£4,908.86
JINCA LTD	IT issues	£155.00
KEITH DOBSON	Monthly risk inspection	£147.50
LC PACKAGING	Sandbags etc SF	£191.96
LGPS	LGPS	£2,372.54
LUSCINIA ECO	Bat emergence survey	£1,224.00
M AND D WINES	Bar stock BS	£390.96
M AND D WINES	BS bar stock	£211.92
M AND D WINES	BS bar stock	£95.04
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£150.00
MK PLAY ASSOCIATION	25th August play date	£538.00
MP PAYROLL SOLUTIONS	Payroll admin	£105.00
MT LOOS	FM loos	£156.00
NEST PENSION	Nest pension	£429.32
ONECOM	Phone/broadband	£185.33
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£150.00
PRESTIGE COMMERCIAL PRUDENTIAL	BS cleaning	£165.60
PWLB	Prudential pension	£750.00
WADES CENTRE DEPOSIT REFUND	PWLB BS	£10,381.81
REBELLION BEER CO	Wades Centre deposit refund	£500.00
S FORDE	Bar stock BS	£89.54
SALARIES	SF circus workshop deposit	£175.00
SCOTTISH POWER	Salaries	£15,572.22
SCOTTISH POWER	Electricity Wades Centre	£22.01
SHIELD GROUP	Gas WC	£185.30
SUEZ	Dog waste collection	£353.60
THREE.CO.UK	Waste Management	£115.91
TRUTRAK	Mobile phone - MT	£21.91
TRUTRAK	Vehicle tracker	£8.34
UTP	Vehicle tracker	£8.34
UTP	Card payment terminal	£31.20
UTP	Card Payment terminal	£15.60
WADES CENTRE DEPOSIT REFUND	Wades Centre deposit refund	£500.00
WINDOW FLOWERS LTD	69374/250/Replant of beds with	£18,675.00
YGP	Electricity Wades Centre	£503.16
YU ENERGY	Street light energy charge	£290.70
		£94,744.21