

**High Wycombe Charter Trustees**  
**Mayor's Parlour, District Council Offices, High Wycombe HP11 1BB**  
*Town Clerk: Tel: 01494 421009    Secretary: Tel: 01494 421134*

*Mayor 2019-2020:*

*Cllr. Mazamal Hussain*

*Email: mayor@wycombe.gov.uk*

*Town Clerk & Treasurer:*

*William Reid*

*Email: William.Reid@wycombe.gov.uk*

*Mayor's Secretary:*

*Mrs. Sandra Snaith*

*Email: Sandra.Snaith@wycombe.gov.uk*

**MINUTES OF A MEETING OF THE FINANCE COMMITTEE**  
**HELD IN THE MAYOR'S PARLOUR**  
**ON MONDAY, 17<sup>th</sup> JUNE 2019**

**The meeting began at 6.00pm**

**Present**

Cllrs: Mazamal Hussain (Mayor), Lesley Clarke OBE, Mahboob Hussain, Matt Knight  
William Reid (Town Clerk)

**Apologies**

Cllr Tony Green

**1. Charter Trustee Accounts**

The Committee was shown an analysis of the Charter Trustee accounts for 2018/19. Following a short discussion these were approved.

The Auditor declined an offer of a fee but asked if we could provide some cartridges for his computer. He was provided with 5 cartridges at a cost of £108.00. The Accountants charged £1500.00 for 2017/18. The Charter Trustees stated we should give the Auditor a voucher for £100 which he could use as he sees fit.

**2. Cheque Signatories**

It was agreed that we should retain the same cheque signatories: Cllrs Lesley Clarke OBE, Tony Green and Sarfaraz Kahn Raja.

**3. BlackRock Account**

The funds from the former Philip J. Rutland Trust have been redeemed from BlackRock. As previously agreed a cheque for the sum of the account (£593.64) will be raised and forwarded to the Wycombe Society.

4. **Budget and Precept**

The future of the office of the Mayoralty has not been finalised. The Committee were advised that a decision about the future of the Mayoralty should be made in December. It was agreed that the Town Clerk will raise a budget following this decision. The precept will also depend on the decision and needs to be prepared before the end of January.

5. **The accounts at Lloyds Bank**

We currently have two accounts at the bank. The committee could not justify having two accounts and the Town Clerk agreed to transfer the smaller balance into the larger account through which all transactions are passed.

**The meeting finished at 6.20pm**