

MINUTES of the meeting of the **FINANCE COMMITTEE** held in Room 11, Town Hall, Royston at 8.40pm on Monday, 24th June 2019.

PRESENT: Councillor Davison (Chair)
Councillors Bourke-Waite, Brown, Leggett, F Smith, Squire-Smith, Stanier and Swallow

In attendance: Town Clerk
Town Councillors Inwood and Phillips
County Councillor Hill
District Councillors Green and Hunter

The Chairman reminded members that the meeting was being recorded. It was noted that Councillor Brown was also recording.

98/20 APOLOGIES FOR ABSENCE:

Apologies were received from Councillors Harrison and Hughes.

99/20 DECLARATIONS OF INTEREST AND DISPENSATIONS:

No declarations were received.

100/20 APPROVAL OF FINANCE COMMITTEE MINUTES:

It was **RESOLVED** to approve as a correct record, the minutes of the Finance Committee meeting held on:

- 13th May 2019 (minutes 22/20 to 40/20).
- 20th May 2019 (minutes 58/20 to 68/20).

The minutes were signed by the Chairman.

101/20 MINUTES OF SUB-COMMITTEES AND WORKING PARTY MEETINGS:

It was **AGREED** to receive the minutes of the Cave Advisory Sub-Committee meeting held on 16th May 2019 into the workings of the Council.

Following questions from members about the effect on the cave if more opening times were introduced and visitor numbers were increased, the Chairman confirmed that the cave investigation being carried out was still ongoing, but they do not believe that this will cause any difficulties for the cave at this stage. Members agreed that the Cave Manager was doing an excellent job.

102/20 BANK RECONCILIATION AND INCOME AND EXPENDITURE:

i) Members received and noted the Bank Reconciliation for May 2019.

The Chairman clarified that the amount of money held in the Mayors Community Trust Fund included a donation of £10,000 being received last year.

ii) Members received and noted the May 2019 Income and Expenditure report compared against budgets for 2019-2020.

The Town Clerk clarified the following points:

- The Market Hill Rooms expenditure exceeded the income due to the annual PRS charge.
- The majority of allotment rents are received in January annually, other months income is from tenants paying by quarterly standing order or from new tenants.
- The increase in Town Hall rental is due to the unbudgeted use of the hall by the Church.

103/20 ACCOUNTS FOR PAYMENT:

Members **RESOLVED** to approve the June 2019 accounts for payment for the total of £36,868.19 and the transfers between the Town Council accounts.

The Town Clerk clarified the amount for printer ink. Ink is purchased for all office printers and is purchased in bulk as this is more cost effective.

104/20 EXCLUSION OF PRESS AND PUBLIC:

It was **RESOLVED** that in view of the confidential nature of the business about to be transacted, that, in the public interest, the public and press be excluded from the remainder of the meeting under the provision of the Public Bodies (Admission of Meetings) Act 1960.

105/20 FREEDOM OF INFORMATION REQUEST:

The Chairman updated Members on the progress of the ongoing Freedom of Information Request. The ICO have contacted the Town Clerk for a response on the matter and the request has been passed to Solicitors for action. Members were advised that when the costs for the matter were known, it will be discussed by the Council where in the budget they will be allocated to.

106/20 STAFF MATTERS:

Members **RESOLVED** to approve the appointment of 5 part-time cave guides and agreed the payment scales of £36.00 per standard guiding session, plus additional hours paid at £12.00 per hour.

The date of the next meeting will be Monday 29th July 2019.

There being no further business the Chairman closed the meeting at 9.09pm.

Signed: _____
Chairman

Date _____

