



ROYSTON TOWN COUNCIL



Town Clerk: Miss Caroline Mills PSLCC

20th September 2021

To all Members of the Finance Committee

Dear Councillor,

The next meeting of the Finance Committee will be held in the Heritage Hall, Town Hall, Royston, on Monday 27th September 2021, immediately following the Full Council meeting, and you are summoned to attend. The agenda is set out below.

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.roystontowncouncil.gov.uk.

Please let me know if you are unable to attend.

Yours sincerely,

Caroline Mills

Town Clerk

AGENDA

PUBLIC PARTICIPATION

Time will be set aside for members of the public to address the Council on items on the agenda. A maximum of 15 minutes is allocated to public participation and any individual member of the public shall have three minutes to deliver their statement. Members of the public should contact the Town Clerk, in advance of the meeting, if they wish to speak.

1. Apologies:

To receive apologies for absence.

2. Declarations of interest and dispensations.

2.1 To receive declarations of interest from councillors on items on the agenda.

Members are reminded that they are required to notify the Chairman of any declarations of interest in respect of any business set out in the agenda at the commencement of the relevant item on the agenda.

Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring other declarable interests, which require they leave the room under the Code of Conduct, can speak on the item, if members of the public are allowed to speak, but must leave the room before the debate and vote.

It is up to a member to determine whether to make a declaration, however, if you should require any assistance, please consult the Town Clerk prior to the meeting.

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- 2.2 Town Clerk to receive written requests for dispensations for interests.
- 2.3 To grant any requests for dispensation as appropriate.
3. **Approval of the Finance Committee Minutes:**
To approve as a correct record the minutes of the Finance committee meeting held on:
 - 6th September 2021 (minutes 119/22 to 132/22, copy enclosed).
4. **Bank Reconciliation and Income and Expenditure:**
 - i) Members to receive and note the Bank Reconciliation for August 2021 (copy enclosed).
 - ii) Members to receive and note the August 2021 Income and Expenditure report compared against budgets for 2021-2022 (copy enclosed).
5. **Accounts for Payment:**
To resolve to approve the September 2021 accounts for payment and the transfers between the Town Council accounts (copy enclosed).
6. **Royston Picture Palace:**
Members are to resolve to waive the hall hire charge of £50 for a cinema performance in October to support Black History Month.
7. **Budget Working Party:**
To appoint 4 Members to a working party to discuss and prepare the budget for the year 2022-2023. These meetings would take place during the daytime starting late October/early November 2021.
8. **Allotments Working Party Terms of Reference:**
Members are to resolve to agree the terms of reference for the Allotments Working Party (copy enclosed).

Date of next meeting: 18th October 2021