



ROYSTON TOWN COUNCIL



Town Clerk: Miss Caroline Mills PSLCC

20th September 2022

To all Members of the Finance Committee

Dear Councillor,

The next meeting of the Finance Committee will be held in Room 11, Town Hall, Royston, on Monday 26th September, at 7.30pm, 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

Climate and Biodiversity Emergency:

Chairman to remind Members to be mindful of the climate and biodiversity emergency declared by Royston Town Council when making decisions on behalf of the council.

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:
- 25th July 2022 (minutes 116/23 to 124/23, copy already circulated).
4. **Minutes of Sub-Committees and Working Party Meetings:**
- a) Members to receive the notes of the Royston Markets Advisory sub-committee held on 21st July 2022 into the workings of the Council (copy enclosed).
 - b) Members to receive the notes of the Cave Advisory sub-committee meeting held on 26th July 2022 into the workings of the Council (copy enclosed).
5. **Bank Reconciliation and Income and Expenditure:**
- i) Members to receive and note the Bank Reconciliation for July 2022 (copy enclosed).
 - ii) Members to receive and note the Bank Reconciliation for August 2022 (copy enclosed).
 - ii) Members to receive and note the July and August 2022 Income and Expenditure report compared against budgets for 2022-2023 (copy enclosed).
6. **Accounts for Payment:**
- a) To resolve to approve the August 2022 accounts for payment and the transfers between the Town Council accounts (copy enclosed).
 - b) To resolve to approve the September 2022 accounts for payment and the transfers between the Town Council accounts (copy enclosed).
7. **Slope into the Market Place:**
- a) Members are to discuss the proposal to resolve to support this project to provide better pedestrian and cycle access to our Market Place and promote sustainable travel, as well as demonstrating a willingness to work constructively with County and District Councils (information enclosed).
 - b) If item 7a is agreed, Members are to discuss the proposal to resolve to cover the costs of the feasibility study (expected to be around £500), and that officers liaise with the Community Engagement Officer to ensure that this is progressed.
8. **Installation of Swift boxes on the Town Hall:**
Members are to resolve to agree to install 4 swift boxes at the Town Hall at a cost of £1287.44 (information enclosed).
9. **Events Working Party:**
Members are to resolve to:
- a) Change the name of the May Fayre Working Party to the Events Working Party.
 - b) Approve the terms of reference for the Events Working Party (copy enclosed).



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10. Budget Working Party:

To appoint 4 Members to a working party to discuss and prepare the budget for the year 2023-2024. These meetings would take place during the daytime starting late October/early November 2022.

11. Twinning Tree Planting:

Members are to discuss the proposal to provide £700 to Royston and District Twinning Association to fund two mature trees to be planted in Royston by the Mayor of Grossalmerode and the Mayor of Royston (information enclosed).

12. Councillors' reports on Town Council activities and as representatives on outside organisations:

Members to give oral reports on the outside organisations on which they represent Royston Town Council and any Town Council activities. (Please notify the Town Clerk, by 4pm on the last working day prior to the meeting, if you intend to give a report).

Date of next meeting: 31st October 2022