

**MINUTES** of the **ROYSTON TOWN COUNCIL** meeting held on Monday 20<sup>th</sup> January 2020 in Room 11, Town Hall, Royston at 7.30pm.

**PRESENT:** Councillor Inwood (Town Mayor) in the Chair  
Councillors Brown, Coll, Davison, Harrison, Hughes, Leggett, Perry, Phillips, FJ Smith, P Smith, Stanier and Swallow.

**In attendance:** Town Clerk  
Assistant Town Clerk  
County Councillor Hill  
District Councillors Green and Hunter

The Reverend John Fidler led the meeting in Prayer.

**287/20 PUBLIC PARTICIPATION:**

There was none.

**288/20 APOLOGIES FOR ABSENCE:**

Apologies were received from Councillors Bourke-Waite and Squire-Smith.

**289/20 DECLARATIONS OF INTEREST AND DISPENSATIONS:**

There were none.

**290/20 TOWN MAYOR'S ANNOUNCEMENTS:**

The Town Mayor informed members that since the last meeting the proposed Mayor's quiz night had to be cancelled, however, on 3<sup>rd</sup> March 2020 he will be holding a Curry Night at the Yuva Restaurant in Bassingbourn. Tickets will be £25 each - £10 of which should be paid at the Town Hall and the balance of £15 per ticket can be paid on the night at the restaurant. There will be a raffle on the night and any donations of raffle prizes would be greatly appreciated.

He informed members that one of the highlights of his Mayoral year so far, was helping out at The Garden House Hospice shop at Christmas. He spent the morning serving and talking with residents. He also attended the Royston Christmas Market and went to King James Academy's production of 'The Little Shop of Horrors', which he thoroughly enjoyed. He visited the local Army Cadets, along with other Councillors, and went to a couple of Christmas Fayres, where he met local businesses and offered his support to promote shopping locally. He thanked his son, Connor Inwood, who has supported him as his consort on a number of visits. The Mayor reminded members that CADS upcoming production of Jack and the Beanstalk still has tickets available.

**291/20 MINUTES:**

It was **RESOLVED** to approve as a correct record, the minutes of the meetings of the Council held on:

- 30<sup>th</sup> September 2019 (minutes 173/20 to 193/20)  
Councillor Brown updated members on minute 186/20 HYOC Working Party. Councillor P Smith will take the place of Councillor FJ Smith on the Working Party.
- 4<sup>th</sup> November 2019 (minutes 225/20 to 228/20)

The minutes were signed by the Chairman.

**292/20 TO RECEIVE MINUTES OF COMMITTEES WHICH HAVE ALREADY BEEN APPROVED AS A CORRECT RECORD:**

It was **RESOLVED** that the following minutes be adopted into the workings of the council:

- (a) The meetings of the Planning Committee held on:
  - 7<sup>th</sup> October 2019 (minutes 194/20 to 198/20)
  - 4<sup>th</sup> November 2019 (minutes 229/20 to 233/20)
  - 2<sup>nd</sup> December 2019 (minutes 243/20 to 248/20)
- (b) The meetings of the Finance Committee held on:
  - 30<sup>th</sup> September 2019 (minutes 163/20 to 172/20)
  - 21<sup>st</sup> October 2019 (minutes 211/20 to 224/20)
  - 25<sup>th</sup> November 2019 (minutes 234/20 to 242/20)
- (c) The meeting of the General Purpose and Highways Committee held on:
  - 14<sup>th</sup> October 2019 (minutes 199/20 to 210/20)

**293/20 TO RECEIVE MINUTES OF COMMITTEES WHICH HAVE NOT ALREADY BEEN APPROVED AS A CORRECT RECORD:**

It was **RESOLVED** that the following minutes be adopted into the workings of the Council:

- (a) The meeting of the Finance Committee held on:
  - 16<sup>th</sup> December 2019 (minutes 256/20 to 269/20)

**294/20 BUDGET AND PRECEPT APPROVAL 2020-2021:**

Councillor Davison outlined some of the main changes from the previous year; a modest increase in room hire charges has been adopted; there will be no increase in allotment charges and an allowance of 2% has been added for staff salaries, although final agreement has not yet been reached. He also explained that £10,000 has been allocated towards the refurbishment of Town Council properties, which is likely to include the floors in the toilets and kitchen at Market Hill Rooms due to recent flooding problems. £10,000 has been allocated towards the work that will need to be done if the proposed plan to raise external funding for the museum redevelopment looks promising. Required works will include design, detailed costings and planning approval. £2,000 has been allocated to the Youth Council and £10,000 has been allocated to fund a 'project coordinator' to take on some of the tasks that are not able to be completed by Town Council staff.

The budget represents a 2.5% increase in the yearly cost per Band D household from the previous year, which equates to £1.21 per annum. Total net annual expenditure for the year will be £329,231, an increase from £317,338 in the previous year.

Councillor Perry asked if the Project Co-ordinator would be involved with moving forward the Legacy Project. Councillor Davison said that this was possible.

Members **RESOLVED** to accept the recommendation from the Finance Committee and approved the proposed budget for 2020-2021.

Members **RESOLVED** that the precept demand be set at £329,231, representing a yearly cost per Band D household of £48.49, for 2020-2021.

The Chairman thanked the Budget working party for their work on the 2020-2021 budget.

**295/20 INTERIM AUDIT REPORT:**

The Town Clerk updated members on the interim audit report. A very pleasing report with no issues or recommendations. Councillor Davison thanked the Town Clerk and her staff for their work in securing a clean audit.

Members **RESOLVED** to accept the interim internal audit report 2019-2020 into the workings of the council.

**296/20 LPGS ILL HEALTH LIABILITY INSURANCE:**

The Town Clerk updated members on the LGPS Ill Health Liability Insurance, providing information about the possible mitigation of risks provided by the insurance policy. The policy would provide financial stability for the Town Council as, with new benefit levels, a single claim could potentially wipe out the whole of the council's reserves.

Members **RESOLVED** to take out an insurance policy to mitigate the costs of ill health early retirement by employees from 1<sup>st</sup> April 2020.

**297/20 LGPS PARISH AND TOWN COUNCILS POOLING ARRANGEMENTS:**

Members **RESOLVED** that Royston Town Council should remain part of the pooling arrangement with other Parish and Town Councils.

**298/20 SOCIAL MEDIA POLICY:**

Members **RESOLVED** to approve and accept the Social Media Policy into the workings of the Council.

**299/20 HONORARY FREEMAN POLICY:**

Members **RESOLVED** to approve and accept the Honorary Freeman Policy into the workings of the Council.

**300/20 COUNCILLORS' REPORTS ON COUNCIL ACTIVITIES AND AS REPRESENTATIVES ON OUTSIDE ORGANISATIONS:**

Members received a report from Councillor Harrison on the HAPTC meeting held on 22<sup>nd</sup> October 2019. Councillor Harrison reported that the membership payment formula is static and of the 117 Parish and Town Councils in the County, 105 are members of HAPTC. Meetings have taken place regarding the expansion of Luton Airport and how it would affect the local area.

Local bus routes were mentioned and the need for improvements in rural areas. Councillor Harrison suggested that officers may want to attend the North Herts Bus Users Group, as Kimpton is part of North Herts.

Councillor Harrison reported on the possibility of Royston becoming a sustainable travel town, and on work with NHDC to improve footpaths and cyclepaths.

**301/20 CLERK'S REPORT:**

- Members were reminded that there would be a short service for Holocaust Memorial Day on Monday 27<sup>th</sup> January at 11am at the flag pole in the Priory Memorial Gardens, members were invited to attend if they were able to.
- Applications are now open for Town Mayor's Community Trust Fund Awards. The Town Clerk asked members to encourage local groups, who fit the criteria, to apply. The closing date is 14<sup>th</sup> February 2020.
- The May Fayre will be taking place on Friday 8<sup>th</sup> May 2020. The Licence applications have been submitted and pitch applications will be available from the end of February.

There being no further business the Chairman closed the meeting at 8.17pm.

Date of the next meeting 30<sup>th</sup> March 2020.

Signed: \_\_\_\_\_  
Chairman

Date \_\_\_\_\_

