

MINUTES of the meeting of the **FINANCE COMMITTEE** held in Room 11, Town Hall, Royston at 7.30pm on Monday, 24th February 2020.

PRESENT: Councillors Brown, Harrison, Leggett, Squire-Smith and Swallow.

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

Members **RESOLVED** to appoint Councillor Harrison as Chairman for the meeting.

317/20 APOLOGIES FOR ABSENCE:

Apologies were received from Councillors Davison, Hughes and Stanier.

318/20 DECLARATIONS OF INTEREST AND DISPENSATIONS:

No declarations were received.

319/20 APPROVAL OF FINANCE COMMITTEE MINUTES:

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

- 20th January 2020 (minutes 302/20 to 311/20).

The minutes were signed by the Chairman.

320/20 MINUTES OF SUB-COMMITTEES AND WORKING PARTY MEETINGS:

- a) It was **AGREED** to receive the notes of the May Fayre Working Party meeting held on 28th January 2020 into the workings of the Council.
- b) It was **AGREED** to receive the notes of the Cave Advisory Sub-Committee meeting held on 4th February 2020 into the workings of the Council.

321/20 BANK RECONCILIATION AND INCOME AND EXPENDITURE:

- (i) Members received and noted the Bank Reconciliation for January 2020.
- (ii) Members received and noted the January 2020 Income and Expenditure report compared against budgets for 2019-2020.

322/20 ACCOUNTS FOR PAYMENT:

Members **RESOLVED** to approve the February 2020 accounts for payment and supplementary accounts for payment for the total of £37,401.15 and the transfers between the Town Council accounts.

Members discussed the additional expenditure incurred due to the breakdown of the heating and **RESOLVED** that the Town Clerk should assess whether to reclaim any costs from NHDC if possible.

323/20 HERTFORDSHIRE YEAR OF CULTURE – CELEBRATE ROYSTON EVENT

Members **RESOLVED** to approve the proposal of the Hertfordshire Year of Culture 2020 Working party to hold a 'Celebrate Royston!' arts, culture and heritage promotional event in the market on Saturday 28th March 2020.

324/20 ROYSTON TOWN COUNCIL BANK ACCOUNTS:

Members **RESOLVED** to agree the suggested changes to the Royston Town Council bank accounts. Three accounts would be closed in April and investigations would start into the transfer of the two Charity accounts to another bank.

In the long term a further review would be undertaken with a view of investigating banks where both the Council's needs would be covered and ethical banking could also be considered.

325/20 COUNCILLORS AS REPRESENTATIVES ON OUTSIDE ORGANISATIONS:

Councillor Brown gave a report on the Conservators. At the AGM last week two new Conservators were appointed and the Chairman informed attendees that bylaws are being reviewed and the public will be consulted on this, the current grazier on the heath will not continue and a replacement is being looked for, a mitigation strategy is being worked on with NHDC and voluntary donations will be asked for car parking rather than charging.

Councillor Brown also gave a report on Town Twinning and advised that 40 German students are visiting Royston from 1st – 3rd March 2020.

326/20 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.

327/20: STAFF MATTERS:

The Town Clerk reported on the appointment of the new Administration Assistant. Members **RESOLVED** to approve the appointment and salary of SCP4, £18,426 per annum. This will be covered within the annual budget.

Staff salary increases for 2020/2021 are still being negotiated on a national level and will be presented to the Finance Committee for approval in due course. If agreement is not received prior to the 1st April 2020, salaries would be backdated accordingly.

All of the Cave guides who were employed last year wish to return for this season and contracts are currently being drawn up.

The date of the next meeting will be Monday 30th March 2020.

There being no further business the Chairman closed the meeting at 8.01pm.

Signed: _____
Chairman

Date _____