

**MINUTES** of the meeting of the **FINANCE COMMITTEE** held in Room 11, Town Hall, Royston at 7.30pm on Monday 26<sup>th</sup> September 2022.

PRESENT: Councillor Compton (Chair)  
Councillors Antony, Brown, Harrison, Inwood, Jani, Squire-Smith and Stanier

In attendance: Town Clerk  
County Councillors Hill and Jarvis  
District Councillors Green and Hunter  
3 Members of the Public

The Chair welcomed everybody to the meeting and reminded Members to be mindful of the Climate and Biodiversity Emergency declared by Royston Town Council when making decisions on behalf of the council.

The Chair informed those present that the meeting was being recorded.

**162/23 PUBLIC PARTICIPATION:**

A member of the Town Twinning Association spoke about the item entitled Twinning Tree Planting and presented reasons as to why Royston Town Council might provide £700 to fund the planting of two mature trees in the Newmarket Road Playing Fields.

**163/23 APOLOGIES FOR ABSENCE:**

Apologies were received from Councillors Birch and Lockett.

**164/23 DECLARATIONS OF INTEREST AND DISPENSATIONS:**

Members were advised to declare any interests at the commencement of the relevant item on the agenda.

The Chair announced that the Twinning Tree Planting item would be discussed next due to the attendance of interested members of the public.

**165/23 TWINNING TREE PLANTING:**

Councillors Antony, Brown, Compton, Inwood and Squire-Smith declared an interest in this item and left the room. This left the meeting inquorate with the business unable to be transacted. The council's dispensation procedure was followed. Councillors Inwood and Squire-Smith were granted a dispensation to take part in the debate and vote on this item under s33 2(a) of the Localism Act 2011. The dispensation was granted for this meeting only. Cllrs Antony, Brown and Compton remained outside of the room and took no part in the debate or vote. Cllrs Inwood and Squire-Smith returned to the room for the remainder of the item. Cllr Squire-Smith was appointed as Chair for this item. An amendment was proposed to reduce the amount to £350 and this was seconded and carried.

Members **RESOLVED** to provide £350 to Royston and District Twinning Association to part-fund two mature trees to be planted in Royston by the Mayor of Royston and Mayor of Großalmerode.

Councillors Antony, Brown and Compton then returned to the room and Cllr Compton resumed his role as Chair of the meeting.

#### **166/23 APPROVAL OF THE FINANCE COMMITTEE MINUTES:**

Members **RESOLVED** to approve as a correct record the minutes of the Finance Committee meeting held on Monday 25<sup>th</sup> July (minutes 116/23 to 124/23). The minutes were signed by the Chairman.

The Chair then brought forward the item on the installation of swift boxes on the Town Hall to be discussed next due to interested members of the public being present.

#### **167/23 INSTALLATION OF SWIFT BOXES ON THE TOWN HALL:**

In response to a question the Town Clerk explained that the main cost of the swift boxes was for scaffolding and therefore installing four boxes now would prevent a future scaffolding cost incurred if installing two now and two at a later date. Members **RESOLVED** to agree to install four swift boxes at the Town Hall at a cost of £1287.44.

#### **168/23 MINUTES OF SUB-COMMITTEES AND WORKING PARTY MEETINGS:**

- a) Members received the notes of the Royston Markets Advisory sub- committee held on 21<sup>st</sup> July 2022 into the workings of the council.
- b) Members received the notes of the Cave Advisory sub-committee meeting held on 26<sup>th</sup> July 2022 into the workings of the council.

#### **169/23 BANK RECONCILIATION AND INCOME AND EXPENDITURE:**

- i) Members received and noted the Bank Reconciliation for July 2022.
- ii) Members received and noted the Bank Reconciliation for August 2022.
- iii) Members received and noted the July and August 2022 Income and Expenditure reports compared against budgets for 2022-2023.

#### **170/23 ACCOUNTS FOR PAYMENT:**

- a) Members **RESOLVED** to approve the August 2022 accounts for payment and the transfers between the Town Council accounts.
- b) Members **RESOLVED** to approve the September 2022 accounts for payment and the transfers between the Town Council accounts.

#### **171/23 SLOPE INTO THE MARKET PLACE:**

- a) There was a lengthy debate.  
An amendment was proposed that the feasibility study should cover the whole area at the top of the market place to ascertain where the best access can be provided. This was seconded and agreed.  
Members **RESOLVED** to support the project to install a slope into the Market Place to provide better pedestrian and cycle access.
- b) Members **RESOLVED** to cover the costs of the feasibility study, which is expected to be around £500, up to a maximum of £750. The findings will be brought back to council for further discussion in due course.

#### **172/23 EVENTS WORKING PARTY:**

- a) Members **RESOLVED** to change the name of the May Fayre Working Party to the Events Working Party.
- b) Members discussed the proposed terms of reference at great length.  
An amendment was proposed to change the quorum for meetings from "Four

Members and an Officer” to “Three Members and an Officer”. The proposal was seconded and carried.

Members **RESOLVED** to approve the terms of reference for the Events Working Party subject to the amendment.

**173/23 BUDGET WORKING PARTY:**

Five members put their names forward to be included in the budget working party; Councillors Compton, Squire-Smith, Inwood, Brown and Harrison. A round of voting took place to choose the four members. Members **RESOLVED** to appoint Councillors Compton, Harrison, Inwood and Squire-Smith to the budget working party for 2023-2024.

**174/23 COUNCILLORS’ REPORTS ON TOWN COUNCIL ACTIVITIES AND AS REPRESENTATIVES ON OUTSIDE ORGANISATIONS:**

There were none.

Date of next meeting: 31<sup>st</sup> October 2022

There being no further business the Chairman closed the meeting at 8.36pm.

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

Date \_\_\_\_\_