

MINUTES of the meeting of the **FINANCE COMMITTEE** held in Room 11 at the Town Hall, at 7.30pm on Monday 26th June 2023.

PRESENT: Councillor Compton (Chair)
Councillors Brown, Harrison, Haugh, Inwood, Lockett and Squire-Smith

In attendance: Town Clerk
Deputy Town Clerk
3 Members of the Public

The Chair welcomed everybody to the meeting and reminded Members of the Climate & Biodiversity Emergency declared by Royston Town Council and asked Members to be mindful of this when making decisions on behalf of the Council. The Chair informed those present that the meeting was being recorded.

The Chair deferred the Public Participation session to allow Councillor Haugh to be present for the discussion on this item.

79/24 APOLOGIES FOR ABSENCE:

Apologies were received from Councillors Adams, Antony and Jani.

80/24 DECLARATIONS OF INTEREST AND DISPENSATIONS:

Members were advised to declare any interests at the commencement of the relevant item on the agenda. No requests for dispensations were received.

81/24 APPROVAL OF THE FINANCE COMMITTEE MINUTES:

Members **RESOLVED** to approve as a correct record the minutes of the Finance Committee meeting held on Monday 15th May 2023 (minutes 26/24 to 42/24). The minutes were signed by the Chairman.

82/24 MINUTES OF SUB-COMMITTEES AND WORKING PARTY MEETINGS:

- a) Members received the notes of the Senior Committee Working Party meetings held on 19th April 2023 and 17th May 2023 into the workings of the council.
- b) Members received the notes of the Cinema Working Party meetings held on 17th May 2023, 25th May 2023 and 12th June 2023 into the workings of the council.
- c) Members received the notes of the Royston Cave Advisory Sub-Committee meeting held on 23rd May 2023 into the workings of the council.
- d) Members received the notes of the Events Working Party meeting held on 5th June 2023 into the workings of the council.

83/24 BANK RECONCILIATION AND EXPENDITURE:

- A) Year End 2022-2023
 - i) Members received and approved the Bank Reconciliation for the Year Ended 31st March 2023.
 - ii) Members received and approved the Year End Income and Expenditure report compared against budgets for 2022-2023 and the accompanying notes.
 - iii) Members **RESOLVED** to approve the earmarked funds from 2022-2023 to be included in the General Reserves carried forward.

Councillor Haugh joined the meeting at 7:37pm.

- B) Current Year 2023-2024
 - i) Members received and noted the Bank Reconciliations for April and May 2023.
 - ii) Members received and noted the April and May Income and Expenditure reports compared against budgets for 2023-2024.

84/24 PUBLIC PARTICIPATION:

A member of the Royston Allotments and Gardens Association (RAGA) spoke about agenda item 11, Allotment Tenancy agreements.

The Chair thanked them for their participation.

The Chair then moved agenda item 11 forward for discussion next.

85/24 ALLOTMENT TENANCY AGREEMENTS:

Members **RESOLVED** to agree to defer this item until a future Finance Committee meeting for further discussion. Members agreed to not set up a formal working party with agreed terms of reference. Instead, in the interim, four members of the committee, one officer and members from RAGA would meet informally to agree proposed wording for joint tenancies in the tenancy agreement.

The Chair agreed to arrange this meeting.

86/24 ACCOUNTS FOR PAYMENT:

Members **RESOLVED** to approve the May and June 2023 accounts for payment and the transfers between the Town Council accounts.

87/24 MEMORY LANE EVENT:

There was a lengthy discussion.

An amendment was proposed to add a £150 ring-fenced budget to cover community transport costs for those that needed transport to and from the event.

The amendment was seconded and carried.

An amendment was proposed for the Senior Committee Working Party to contact Age UK and U3A to work together when organising future events for seniors.

The amendment was seconded and carried.

Members **RESOLVED** to approve expenditure of up to £325 from the Senior Committee budget with an additional £150 ring-fenced budget for transport costs to host a Seniors Memory Lane event. The Senior Committee Working Party would contact Age UK and U3A to work collaboratively on future events.

88/24 EVENTS WORKING PARTY:

No members present, who weren't already on it, wished to join the Events Working Party and therefore it was agreed to add this item to the next Full Council meeting agenda.

89/24 ROYSTON CAVE FEES:

- a) Members **RESOLVED** to agree the discounted price for private tours for registered charities and community groups within Royston.
- b) Members **RESOLVED** to agree the outreach talk pricing structure.

90/24 TOWN CRIER NEWSLETTER 2023/2024:

Members **RESOLVED** to increase the budget for the Town Crier newsletter from £2,500 to £2,900 for the Civic year 2023/2024. The additional costs will be taken from general reserves.

91/24 COUNCILLORS' REPORTS ON TOWN COUNCIL ACTIVITIES AND AS REPRESENTATIVES ON OUTSIDE ORGANISATIONS:

There were none.

92/24 EXCLUSION OF PRESS AND PUBLIC:

Members **RESOLVED** that in view of the confidential nature of the business about to be transacted, in the public interest, the public and press be excluded from the remainder of the meeting under the provision of The Public Bodies (Admission to Meetings) Act 1960.

93/24 REPLACEMENT OF TWO FIRST FLOOR WINDOWS AT THE TOWN HALL:

Members **RESOLVED** to accept the quote from Trulight for the replacement of two windows at the Town Hall.

Date of next meeting: 31st July 2023.

There being no further business the Chairman closed the meeting at 8.33pm.

Signed: _____

Date _____