

# Royston Town Council Finance Committee meeting – Monday 28<sup>th</sup> October 2024

## Agenda Item 5i – Bank Reconciliation

<u>Royston Town Council 2024-2025</u>			
<u>Bank Reconciliation September 2024</u>			
<u>Receipts</u>		<u>Payments</u>	
<b>B/F</b>	<b>1,073,241.33</b>	<b>B/F</b>	<b>257,033.47</b>
September income	227,596.69	September payments	86,678.12
	<b>1,300,838.02</b>		<b>343,711.59</b>
Receipts to date	1,300,838.02		
Less payments to date	343,711.59		
	<b>957,126.43</b>		
<b>Represented by</b>			
RTC Current Account -		217,034.16	
Less un-cleared Chqs			
		<b>217,034.16</b>	
Business Premium account		9,908.35	
War Memorial account		183.92	
Treasury Deposit (War Memorial)		5,706.00	
Treasury Deposit (Stamford Yard)		50,127.00	
Treasurers BPA		130,000.00	
Treasury Deposit		444,167.00	
Public Sector Deposit Fund		100,000.00	
Takings Account (unbanked cash)			
		<b>957,126.43</b>	
Petty Cash for floats	01/09/2024	30/09/2024	
Office	109.80	109.80	
Cave	104.82	104.82	
Totals	<b>£ 214.62</b>	<b>£ 214.62</b>	

**Royston Town Council 2024-2025**  
**Charity Accounts - September 2024**

**Cave Account**

<u>Receipts</u>		<u>Payments</u>	
B/F	<b>30,836.04</b>	B/F	<b>0.00</b>
September receipts		September payments	-
	30,836.04		-
Receipts to date	30,836.04		
Less payments to date	0.00		
	<b>30,836.04</b>		
<b>Represented by</b>			
RTC - Cave Account	30,836.04		
Less un-cleared Chqs	-		
		<b>£ 30,836.04</b>	

**Leete Account**

<u>Receipts</u>		<u>Payments</u>	
B/F	<b>21,725.67</b>	B/F	<b>42.10</b>
September receipts	0.21	September payments	8.70
	21,725.88		50.80
Receipts to date	21,725.88		
Less payments to date	50.80		
	<b>21,675.08</b>		
<b>Represented by</b>			
RTC - Leete Account	21,675.08		
Less un-cleared Chqs			
		<b>£ 21,675.08</b>	

**Town Mayor's Community Trust Fund**

<u>Receipts</u>		<u>Payments</u>	
B/F	<b>18,588.64</b>	B/F	<b>591.90</b>
September Receipts	256.21	September Payments	382.70
	18,844.85		974.60
Receipts to date	18,844.85		
Less payments to date	974.60		
	<b>17,870.25</b>		
<b>Represented by</b>			
Mayor's Charity monies	356.00		
Community Fund	17,514.25		
Less un-cleared Chqs			
		<b>£ 17,870.25</b>	

## Agenda Item 5ii – Income and Expenditure

### ROYSTON TOWN COUNCIL

#### Summary of Royston Town Council Income & Expenditure for 2024-2025 to-date against allocated budget

<u>EXPENDITURE</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>Year to Date</u>	<u>Agreed Budget</u>	<u>YTD Budget variance</u>
Administration/Democracy	13,489	12,246	13,248	10,930	12,128	13,330	-	-	-	-	-	-	75,371	167,822	89.82%
Museum	52,333	-	-	-	-	52,332	-	-	-	-	-	-	104,665	104,665	200.00%
Town Hall	4,310	3,179	3,027	4,462	3,107	2,982	-	-	-	-	-	-	21,067	55,886	75.39%
Priory Rooms	443	443	504	443	443	443	-	-	-	-	-	-	2,719	29,784	18.26%
Market Hill Rooms	1,221	1,777	1,882	1,609	1,609	1,768	-	-	-	-	-	-	9,866	31,986	61.69%
Other Expenses	2,515	348	5,797	2,000	-	42	-	-	-	-	-	-	10,702	27,171	78.78%
Royston Cave	2,038	1,594	1,614	1,979	1,874	2,034	-	-	-	-	-	-	11,133	23,697	93.96%
Allotments	927	443	624	490	443	443	-	-	-	-	-	-	3,370	7,851	85.85%
War Memorial	853	295	836	295	295	295	-	-	-	-	-	-	2,869	4,878	117.63%
30 Kneesworth Street	468	74	84	74	74	74	-	-	-	-	-	-	848	1,343	126.28%
Plantations	817	443	504	443	1,961	443	-	-	-	-	-	-	4,611	21,985	41.95%
Public Conveniences	148	148	168	748	148	748	-	-	-	-	-	-	2,108	4,299	98.07%
Markets and Parking	5,459	5,793	5,342	14,999	5,216	5,124	-	-	-	-	-	-	41,933	88,487	94.78%
<b>TOTAL EXPENDITURE</b>	<b>85,021</b>	<b>26,783</b>	<b>33,630</b>	<b>38,472</b>	<b>27,298</b>	<b>80,058</b>	-	-	-	-	-	-	<b>291,262</b>	<b>569,854</b>	102.22%
<u>INCOME</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>Year to Date</u>	<u>Agreed Budget</u>	
Interest	445	429	2,842	731	4,413	863							9,723	7,500	259.28%
Town Hall	1,591	1,879	2,034	1,731	1,081	3,318	-	-	-	-	-	-	11,634	18,000	129.27%
Priory Centre	297	278	222	184	39	158	-	-	-	-	-	-	1,178	2,000	117.80%
Market Hill Rooms	1,020	993	850	928	428	1,265	-	-	-	-	-	-	5,484	13,000	84.37%
Cave	2,739	3,867	4,325	3,247	3,848	4,113	-	-	-	-	-	-	22,139	20,000	221.39%
Allotments	361	54	119	201	14	135	-	-	-	-	-	-	884	6,235	28.34%
30 Kneesworth Street	394	-	4,688	-	-	-	-	-	-	-	-	-	5,082	20,269	50.15%
Markets and Parking	5,841	6,389	6,171	2,329	6,109	9,645	-	-	-	-	-	-	36,484	67,000	108.91%
<b>TOTAL INCOME</b>	<b>12,688</b>	<b>13,889</b>	<b>21,251</b>	<b>9,351</b>	<b>15,932</b>	<b>19,497</b>	-	-	-	-	-	-	<b>92,608</b>	<b>154,004</b>	120.27%
<b>PRECEPT</b>	202,050					202,049							404,099	404,099	
<b>CTRS grants</b>	5,875					5,876							11,751	11,751	
<b>Balance</b>													<b>£ 217,196</b>	<b>£ -</b>	

## **Agenda Item 8 - Request from CADS to use the Town Hall to stage the Royston Town Pantomime in January 2026**

Officers have been approached by CADS, the local amateur dramatic society, with a request to hire the Town Hall to rehearse and perform their annual pantomime in January 2026.

The pantomime used to be shown in the Town Hall many years ago and several members of the society have wanted to return to the venue for a long time.

The dates required are as follows:

Monday 5 January 2026 19:00-21:00 - Rehearsal on stage

Thursday 8 January 2026 19:00-21:00 - Rehearsal on stage

Friday 9 January 2026 16:00-20:00 - Technical rigging

Saturday 10 January 2026 09:00-16:00 - Technical rigging

Sunday 11 January 2026 09:00-16:00 - Set construction

Monday 12 January 2026 19:00-21:00 - Rehearsal on stage

Thursday 15 January 2026 19:00-21:00 - Rehearsal on stage

Friday 16 January 2026 16:00-20:00 - Sound and Light programming

Saturday 17 January 2026 09:00-16:00 - Technical rehearsal

Sunday 18 January 2026 09:00-16:00 - Dress rehearsal

Monday 19 January 2026 19:00-21:00 - Rehearsal on stage

Friday 23 January 2026 16:00-20:00 - Final preparation for first performance on Saturday morning

Saturday 24 January 2026 12:00-23:00 - Two performances starting at 14:00 matinee & 19:30 evening

Sunday 25 January 2026 09:00-15:00 - One performance starting at 11:00

Friday 30 January 2026 16:00-23:00 - One performance at 19:30

Saturday 31 January 2026 12:00-23:00 - Two performances starting at 14:00 matinee & 19:30 evening

Sunday 1 February 2026 11:00-16:00 Full Get Out

CADS would like to be able to use the tiered seating, if this is agreed by Royston First, but otherwise would use seating on the floor which would provide slightly more seats. The number of seats would inform their ticket pricing.

CADS would pay the standard hire charges for their use of the hall. All other standard hire terms and conditions would apply.

CADS plan to bring in lighting on stands and a complete sound system. Scenery design will be addressed in 2025 when they know which production they will stage. This could include scenery flats, hanging drapes, projected scenery or a combination of these, together with furniture as appropriate.

**Members are to RESOLVE to agree that CADS can use the Town Hall for their pantomime in January 2026 on the dates and times specified above.**