**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

 North Yorkshire

 HG5 0HW

 Tel: (01423) 864080

E-mail: clerk@knaresboroughtowncouncil.gov.uk

 14 November 2023

To: **The Members of the Finance and General Purposes Committee** – Councillors A Bell, K Davies, D Goode, M Longhurst, and M Walker

Dear Councillors:

I hereby summon you to the following meeting of **KNARESBOROUGH TOWN COUNCIL FINANCE and GENERAL PURPOSES COMMITTEE** to be held at Knaresborough House, Knaresborough, HG5 0HW on:

**Monday 20 November 2023**

**7:00 pm**

Please see the Agenda for the meeting below:

Yours faithfully

A Pulman

A Pulman

Clerk of the Council

Any queries regarding this agenda should be addressed to the **Clerk** at **office@knaresboroughtowncouncil.gov.uk**

**FINANCE AND GENERAL PURPOSES AGENDA – Monday 20 November 2023**

**1.** To receive **Apologies and consider approval** of the reasonsfor inability to attend the meeting.

**2.** To receive declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**.

**3. KTC Public Speaking Session**

Any member of the public who wishes to speak about an item on this agenda, or any topic they wish to bring to council’s attention, does not need to give notice but priority will be given to those who have given prior notice to the Clerk – *please see contact details on the front of this agenda.*

**4. To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Finance Committee** Meeting held on**:**

**4.1** Monday 04 September 2023 *(ca)*

**5.** **Business Remaining**

None for this meeting

**6.** **Reports from the Clerk**

**6.1 To approve** the schedule of accounts for August, September and October 2023 *(ca)*

**6.2 To receive and note** the finance figures for July, August and September 2023 *(ca)*

**6.3 To consider** the 6-month financial position against last year’s budget and prepare the budget for the year 2024/25 *(ca)*

**6.4 To consider** giving the Clerk delegated authority to acquire a bank card (either debit or pre-payment) to facilitate online payments on behalf of the Council.

**6.5 To consider** giving the Clerk delegated authority to acquire a mobile phone for the office to facilitate setting up of online accounts (such as BT) and contact point for events etc.

**7. Correspondence**

**7.1 To consider** therecommendation from the Climate Emergency Sub-committee re: the grant application from Aspin Park Academy *(ca)*

**7.2 To consider** the grant application from King James’s School German Exchange Organiser *(ca)*

**7.3 To consider** the grant application from Renaissance Knaresborough *(ca)*

**7.4 To consider** the request for a donation from North Yorkshire Citizens Advice and Law Centre *(ca)*

**Note:** Members of the public and press are invited to attend the meeting as observers. Only Town Councillors are entitled to vote. A list of Councillors is available on the website or notice board at Knaresborough House. Agenda papers may be viewed on the website or purchased at the Town Clerk’s office.

**A copy of the agenda in larger print is available on request.**

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established but anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance with KTC's adopted policy to effectively and lawfully manage this activity.

**Emergency Procedures for Meetings – Fire**

 Details on fire evacuation procedures are displayed in the Council Chamber. Members and visitors are to familiarise themselves with these and the location of fire exits, in the building.