**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

North Yorkshire

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15 July 2025

To: **The Members of the Finance and General Purposes Committee** – Councillors J Batt, A Bell, D Goode, S Oakes 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 21 July 2025**

**7:00 pm**

Please see the Agenda for the meeting below:

Yours faithfully

A Pulman

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Clerk of the Council

Any queries regarding this agenda should be addressed to the **Clerk** at [**office@knaresboroughtowncouncil.gov.uk**](mailto:office@knaresboroughtowncouncil.gov.uk)

**FINANCE AND GENERAL PURPOSES AGENDA – Monday 21 July 2025**

**1. To elect a Chair** for the Committee

**2.** **To elect a Vice-Chair** for the Committee (if required)

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

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

**5. 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.*

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

**6.1** Monday 14 April 2025 *(ca)*

**7.** **Business Remaining** - None for this meeting

**8.** **Reports from the Clerk**

**8.1 To approve** the schedule of accounts for April, May and June 2025 *(ca)*

**8.2 To receive and note** the finance figures for April, May and June 2025 *(ca)*

**8.3 To note** the current budgetary position up to the month ending 30 June 2025 *(ca)*

**8.4 To receive and note** the update on the current grants fund (incl small grants) *(ca)*

**8.5 To consider** the quotation/s from Fattorini (company holds the stamping dies for KTC’s specific requirements) regarding civic regalia and **decide** on order details *(ca)*

**8.6 To receive and note** the latest **CIL** Neighbourhood portion payment contribution *(ca)*

**8.7 To appoint** 2 named Councillors to undertake the Internal Audit Checks for the financial year 2025/26

**8.8 To appoint** a named Councillor (separate to the 2 named in 6.7) to undertake the checks between bank reconciliations and bank statements for 2025/2026

**8.9 To note** the Clerk’s request for all committee and council project requirements for the 2026/27 budget to be sent to the office as soon as practically possible *(ca)*

**8.10 To consider** the allocation of a sum of money from the current budget to cover potential legal advice costs in relation to devolution projects as they develop and delegate authority to the Clerk to spend from this sum as needed *(ca)*

**9. Correspondence or Delegation from Full Council**

**9.1 To consider the grant application from:** Mind in Harrogate District for the ‘Mental Elf Fun Run’ project *(ca)*

**9.2 To consider the grant application from:** Knaresborough Connectors for the ‘Knaresborough Community Podcast’ project *(ca)*

**9.3 To consider the grant application from:** Yorkshire CREATE for the ‘Chrismouse Advent Window’ project *(ca)*

**9.4 To consider the funding request from:** Knaresborough Youth Council to support the upcoming academic year *(ca)*

**9.5 To receive** the minutes from the Bright Friday subcommittee meeting held on 3 July 2025 (note: minutes not yet sent to Projects, Community and Environment Committee due to timing) and **consider** the request for increased budget for this year’s event *(ca)*

**10. Motions from Councillors:**

**Councillor A Bell (seconded Cllr H Gostlow):**

“That KTC approves the next steps to proceed with the replacement of Boundary signs for Knaresborough” *(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.