**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

 North Yorkshire

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 13 June 2023

To: **The Town Mayor and Members of Knaresborough Town Council**

Dear Councillors:

I hereby summon you to the annual meeting of **KNARESBOROUGH TOWN COUNCIL** to be held in the **Chamber, Knaresborough House** on:

**Monday 19 June 2023**

**7:00pm**

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**

**COUNCIL AGENDA – Monday 19 June 2023**

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

**2.** To receive declarations of **disclosable pecuniary interest** (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.*

*A Representative from The Hive will be giving a short presentation to Council on their work to date.*

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

**4.1** Monday 15 May 2023 *(ca)*

**4.2** Monday 25 May 2023 (Annual Meeting of the Town Council) *(ca)*

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

**None for this meeting**

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

**6.1 To consider** the **Annual Internal Audit Report 2022/23** *(to follow)*

**6.2 To complete** the **Annual Governance Statement 2022/23** points 1 – 9 *(ca)*

**6.3 To consider** the **Accounting Statements 2022/23** *(ca)*

**6.4 To note** that the Clerk has received notice that Knaresborough Town Council has received its **Foundation award** as part of the Local Council Award Scheme. *(Certificate and logo for KTC website will follow)*

**6.5 To consider** adopting the **Financial Reserves Policy** as recommended by the internal auditor to demonstrate good governance *(ca)*

**7. Correspondence**

**7.1 To consider** the email from the Rural/Market Town Group re membership *(ca)*

**7.2 To consider** the email from the YLCA re: consultation on developing local partnerships for onshore wind in England *(email sent to all Cllrs 08/06/2023 and ca)*

**7.3 To consider** the email from the Secretary of the Civic Society requesting Town Council’s support in contacting North Yorkshire Council re preservation of Knaresborough House *(ca)*

**8. Reports from Committees and Working Groups**

**8.1 To receive and note** the draft Finance Committee minutes of the meeting held on Monday 5 June 2023 and **to** **consider** the resolution to be put to full council regarding arrangements for £5K ‘green’ grant budget.

**9. Motions from Council Members:**

**9.1 Councillor K Davies**

For KTC **to consider** the following statement: “In my opinion, the due diligence process regarding the grant for Knaresborough Connectors of £3000 in February this year was not properly carried out according to best governance practice”.

**9.2 Councillor M Longhurst (seconded Cllr H Gostlow)**

For KTC **to consider** the following: “This Council agrees to support further developments in Knaresborough to Improve facilities for tourists and promote the town as a tourism destination”.

**10. Information Exchange**

**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.