**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

 North Yorkshire

 HG5 0HW

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 30 May 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 05 June 2023**

**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**

**COUNCIL AGENDA – Monday 05 June 2023**

**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**:**

None for this meeting

**7.** **Business Remaining**

None for this meeting

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

**8.1 To approve** the schedule of accounts for May 2023 *(ca)*

**8.2 To determine** when and how KTC grants will be awarded.

**8.3 To adopt** the Records Management Policy *(ca)*

**9. Correspondence**

None for this meeting

**10. Reports from Sub-Committees and Working Groups**

None for this meeting

**11. Propositions to Full Council**

**11.1 To consider** any propositions to Full Council from Finance and General Purposes for inclusion in the next Full Council Meeting

**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.