

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL'S  
FINANCE AND GENERAL PURPOSES COMMITTEE  
HELD AT KNARESBOROUGH HOUSE  
on Monday 20 January 2025**

**PRESENT:** **Chair:** Councillor Matt Walker

**Councillors:** A Bell, K Davies, D Goode and S Oakes

**Staff Present:** The Clerk

**Also Present:** A representative from KASHS

**Late Arrivals:** None    **Early Departures:** None

**25/058**    **ITEM 1 – To receive Apologies and consider approval** of the reasons for inability to attend the meeting - All members present

**25/059**    **ITEM 2 – To receive declarations of disclosable pecuniary interests (not previously declared) on any matters of business and to consider any written requests for dispensation** – None for this meeting

**25/060**    **ITEM 3 - KTC Public Speaking Session**

A representative from KASHS came to talk about the need for a noticeboard. The current one is way beyond repair and not fit for the purposes of a busy allotment site.

The Chair moved to take **item 7.2**

**RESOLVED:** That KTC will purchase a noticeboard for the site and gift it to KASHS. The cost to be covered up to the value of £1000 from the allotment budget line and the remainder to be taken from the grants budget 2024/25.

**25/061**    **ITEM 4 - To consider and, if thought fit, approve as a correct record, the Minutes of the Finance Committee Meeting held on:**

**4.1** Monday 18 November 2024

**RESOLVED:** That the minutes of the meeting held on Monday 18 November 2024 be approved as a correct record and signed by the Chair.

**25/062**    **ITEM 5 – Business Remaining** - None for this meeting

**25/063 ITEM 6 – Reports from the Clerk****6.1 To approve the** schedule of accounts for November and December 2024.**Schedule of Accounts - November**

<b>Payable to</b>	<b>File Ref No:</b>	<b>Amount excl VAT £'s</b>	<b>VAT</b>	<b>Total Amount £'s</b>	<b>Authorisation (Minute no)</b>	<b>Notes/ Description</b>
Friendship and Leisure	125	20.00	0.00	20.00	23/100	Donation for traffic storage Nov
Cllr H Gostlow (reimburse)	126	77.97	0.00	77.97	Clerk	Bright Friday sweets
Network Print Design	127	100.00	0.00	100.00	Clerk	Remembrance Service Sheets
BT	128	49.07	9.81	58.88	Clerk	Cloud Voice
The Stray Notes	129	100.00	0.00	100.00	24/009	Bands in the Castle donation
The White Rose Concert Band	130	100.00	0.00	100.00	24/009	Bands in the Castle donation
Harrogate Music Centre	131	100.00	0.00	100.00	24/009	Bands in the Castle donation
Knot Another Choir	132	100.00	0.00	100.00	24/009	Bands in the Castle donation
The Merlins	133	100.00	0.00	100.00	24/009	Bands in the Castle donation
Harrogate Spa Ukes (to St Michaels Hospice)	134	100.00	0.00	100.00	24/009	Bands in the Castle donation
Salaries, Tax and Pensions	135 - 139	8,775.13	0.00	8,775.13	Contract	Incl backpay on 24/25 cost of living increase
<b>Total</b>		<b>9,622.17</b>	<b>9.81</b>	<b>9,631.98</b>		

**Schedule of Accounts – December**

<b>Payable to</b>	<b>File Ref No:</b>	<b>Amount excl VAT £'s</b>	<b>VAT</b>	<b>Total Amount £'s</b>	<b>Authorisation (Minute no)</b>	<b>Notes/Description</b>
Friendship and Leisure	140	20.00	0.00	20.00	Min No. 23/100	Donation for Traffic signage store
Chevron	141	1,200.00	240.00	1,440.00	Clerk	Remembrance road closure
PPL-PRS	142	71.63	14.33	85.96	Clerk	Bright Friday Music Licence

Finance and General Purposes  
 20 January 2025

CTS Ltd	143	51.00	10.20	61.20	Clerk	Bright Friday Extra Hi-Vis
The Old Ticket Office	144	1,080.00	0.00	1,080.00	Clerk	Mayor Making Catering
Purchase Power	145	57.75	0.00	57.75	Clerk	Postage for Franking Machine
Pitney Bowes	146	80.67	16.13	96.80	Clerk	Service Contract
Blachere	147	75.00	15.00	90.00	Clerk	New Eyebolt installation
D3 Office	148	26.33	5.27	31.60	Clerk	Notepads, planner
D3 Office	149	18.64	3.73	22.37	Clerk	Quickclip files
D3 Office	150	2.66	0.53	3.19	Clerk	Diary
Arena Group	151	196.69	39.34	236.03	Clerk	Photocopies
Pitney Bowes	152	104.90	20.98	125.88	Clerk	Ink Cartridge and delivery
Knot Another Choir	153	100.00	0.00	100.00	Clerk	Bands in the Castle (1st payment rejected)
Knaresborough Silver Band	154	100.00	0.00	100.00	Clerk	Bright Friday Entertainment
Knaresborough Choral Society	155	100.00	0.00	100.00	Clerk	Bright Friday Entertainment
Orb Community Enterprise	156	100.00	0.00	100.00	Clerk	Bright Friday Entertainment
Friendship and Leisure	157	25.00	0.00	25.00	Clerk	Bright Friday - donation for use of meeting room
BT	158	95.97	19.19	115.16	Clerk	Broadband
St John Ambulance	159	114.40	22.88	137.28	Clerk	Bright Friday First Aid Cover
Chevron	160	995.00	199.00	1,194.00	Clerk	Traffic Management Bright Friday
Selectplan Ltd	161	528.00	105.60	633.60	Contract	Castle Lighting repairs and maintenance check
Knaresborough Community Land Trust	162	350.00	0.00	350.00	Clerk	Small Grants Fund
Community Projects Officer	163	20.45	0.00	20.45	Clerk	Bright Friday donation to Library
Salaries, Tax and Pensions	164 - 168	7,273.45	0.00	7,273.45	Contract	
<b>Total</b>		<b>12,787.54</b>	<b>712.18</b>	<b>13,499.72</b>		

**RESOLVED: To approve** the accounts for November and December in the sums of £9631.98 and £13,499.72 respectively

**6.2 To receive and note** the finance figures for October, November and December 2024

**RESOLVED:** To receive and note the finance figures for October, November and December 2024.

**6.3 To note** the current budgetary position up to the month ending 31 December 2024

**RESOLVED:** To note the current budgetary position up to the month ending 31 December 2024.

**6.4 To receive and note** the update on the Small Grants Fund administered by the Clerk

Councillors thanked the Clerk for the updated information and asked if the small grants fund could be promoted again on social media and other outlets to highlight there are remaining funds available.

**25/064     ITEM 7. Correspondence or Delegation from Full Council**

**7.1 To consider grant application from:** North Yorkshire Citizens Advice and Law Centre for help towards their work to support Knaresborough residents

**RESOLVED:** To award the full amount of £1500 as requested.

**7.2 To consider grant application from:** Knaresborough Allotment Self-Help Scheme for a replacement noticeboard to be sited at the entrance

See above – Item 3.

**25/065     ITEM 8. Information Exchange**

Councillors and the Clerk had a brief discussion about the Christmas lighting and follow up steps being taken.

**Meeting closed at: 7:30p.m.**

**Signed by the Chair  
Councillor Matt Walker**