MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL'S FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT KNARESBOROUGH HOUSE on Monday 20 July 2026

PRESENT: Chair: Councillor Andy Bell

Councillors: J Batt, D Goode, S Oakes and M Walker

Staff Present: The Clerk

Also Present: 2 representatives from Aspin PTA

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

26/106 ITEM 1 - To elect a Chair of the Committee (and a **Vice-chair** if required)

RESOLVED: That Councillor A Bell is elected as Chair for 2026/27 and Councillor M Walker is elected as Vice-chair for the same period.

26/107 ITEM 2 - To receive Apologies and consider approval of the reasons for inability to attend the meeting

None for this meeting

26/108 ITEM 3 - Councillors' Disclosure of an Interest

None for this meeting

26/109 ITEM 4 - KTC Public Speaking Session

2 representatives from the Aspin Park PTA spoke about their grant application and the difference the project would make to the children of the school.

The Chair Moved to take Item 7.3 - To consider the grant application from Friends of Aspin School (Aspin Park Academy PTA)

Members explained the pressure on the Council's limited grants budget but expressed support for the library renovation project.

RESOLVED: That KTC award £2000 towards the Aspin Park Academy library renovation project.

The representatives thanked Council and left the meeting.

26/110 ITEM 5 - To consider and, if thought fit, **approve** as a correct record, **the Minutes** of the **Finance Committee** Meeting held on**:**

5.1 Monday 13 April 2026

Members held a quick discussion about the minutes and asked the Clerk to remind the Knaresborough Lions Club that Council wishes to see a plan before committing to significant future funding.

RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held on 13 April 2026 be approved as a correct record and signed by the Chair.

26/111 ITEM 6 - Reports from the Clerk

6.1 To approve the schedule of accounts for April, May and June 2026.

April:

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description
Friendship and Leisure	1	20.00	0.00	20.00	Min No: 23/100	Donation for signage storage
OJW Services	2	800.00	0.00	800.00	Clerk	March Services
Spa ICT	3	733.30	146.66	879.96	Clerk	Laptop, Monitor and software Town Manager
Vision ICT	4	145.00	29.00	174.00	Clerk	Website MOT
Clerk	5	26.75	5.35	32.10	Clerk	Reimburse stationery (stamping device)
Community Projects Officer	6	99.99	0.00	99.99	Clerk	Reimburse Canva subscription
Cllr J Pickard	7	42.00	0.00	42.00	Clerk	Reimburse key cut
BT	8	56.03	11.21	67.24	Clerk	Cloud voice
Rialtas Business	9	330.00	66.00	396.00	Clerk	Annual Software support and maintenance
Waterside Residents Association	10	350.00	0.00	350.00	Clerk	Small Grant Award
Hgte & Ripon CAMRA	11	270.00	0.00	270.00	Clerk	Small Grant Award
Improvement and Devel Agency for Local Gov	12	408.00	81.60	489.60	Clerk	Employer Link Subscription (Green Book)

YLCA	13	2,137.00	0.00	2,137.00	Clerk	Annual membership subscription
D3 Office	14	42.33	8.46	50.79	Clerk	Stationery
Salaries, Pensions, Tax and NI	15 - 18, 23, 24	10,428.82	0.00	10,428.82		
Citizens Advice and Law Centre	19	1,500.00	0.00	1,500.00	Min No. 26/104 Finance	Grant award
Catholic Care Caritas Leeds	20	1,000.00	0.00	1,000.00	Min No. 26/104 Finance	Grant award - Refugee Project
Knaresborough Museum Association	21	2,000.00	0.00	2,000.00	Min No. 26/104 Finance	Grant award - Knaresborough on the Tracks Project
Knaresborough Community Centre Committee	22	726.00	0.00	726.00	Min No. 26/104 Finance	Grant award - Equipment to support on site NHS Services
	23	see above				
	24	see above				
Total		**21,115.22**	**348.28**	**21,463.50**		

May:

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/Description
Friendship and Leisure	25	20.00	0.00	20.00	Min No: 23/100	Donation for signage storage
Community Officer (reimburse)	26	12.06	0.00	12.06	Clerk	Name badge new staff
Community Officer (reimburse)	27	10.35	0.00	10.35	Clerk	Refreshments - Coach Friendly meeting
Clerk (reimburse)	28	146.18	0.00	146.18	Clerk	New Shredder for Office
Xerox	29	235.36	47.07	282.43	Clerk	Copier rental Jun to Aug
Yorkshire CREATE	30	350.00	0.00	350.00	Clerk	Small Grant - Knaresborough Eleven Play
BT	31	56.03	11.21	67.24	Clerk	Voice

OJW Services	32	1,000.00	0.00	1,000.00	Clerk	April work and supplies
Network Print	33	200.00	0.00	200.00	Clerk	Annual Report
Houghtons	34	490.00	98.00	588.00	Clerk	Mayoral Board
Standout Media	35	150.00	30.00	180.00	Clerk	Office Furniture
Nottingham Jewellers	36	18.00	0.00	18.00	Clerk	Mayoral Cups
Inspire Youth	37	350.00	0.00	350.00	Clerk	Small Grant - King George V consultation event
Salaries, Pensions, Tax and NI	38 - 43	11,581.70	0.00	11,581.70		
Blachere	44	15,849.00	3,169.80	19,018.80	Contract	Year 3 Lighting Hire
Deputy Clerk (Reimburse)	45	192.42	0.00	192.42	Clerk	Mayor Making refreshments
Community Officer (reimburse)	46	50.00	10.00	60.00	Clerk	The Purple Guide Subscription
		30,711.10	3,366.08	34,077.18		

June:

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description
Friendship and Leisure	47	20.00	0.00	20.00	Min No: 23/100	Donation for signage storage
TownTwinning	48	4,000.00	0.00	4,000.00	Min No. 26/104	Grant for Volodymyr Visit
Town Twinning	49	2,000.00	0.00	2,000.00	Min No. 26/104	Part 1 Grant for Town Twinning Reception and Guest visits
Community Stars CIC	50	260.00	0.00	260.00	Clerk	Civic Service Catering
Community Stars CIC	51	520.00	0.00	520.00	Clerk	Mayor Making Catering
YLCA	52	75.20	0.00	75.20	Clerk	Cllr Oakes Chairing skills training

Inspire Youth (on behalf of the Youth Council)	53	285.36	0.00	285.36	Clerk	Mayoral Charity Fundraising
1st Scriven Scouts	54	285.36	0.00	285.36	Clerk	Mayoral Charity Fundraising
Vision ICT	55	50.00	10.00	60.00	Clerk	SSL Certificates
Arena Group	56	271.75	54.35	326.11	Clerk	Photocopies
OJW Services	57	812.00	0.00	812.00	Clerk	Town ranger duties May plus supplies
British Telecom	58	127.96	25.59	153.55	Clerk	Broadband
Internal Audit Yorkshire	59	475.00	0.00	475.00	Clerk	Year End Audit 2025/26
H Westmancoat	60	250.10	0.00	250.10	Clerk	Mayoral expenses/allowance
A E Northing	61	165.00	0.00	165.00	Clerk	Walking Banner/Magazine Ad
BT	62	56.03	11.21	67.24	Clerk	Telephone rental
Gouthwaite Board Management	63	104.00	0.00	104.00	Clerk	Gouthwaite Board Management
H Read	64	31.55	0.00	31.55	Clerk	Refreshments coach friendly status mtng
Gallagher Insurance	65	386.00	0.00	386.00	Clerk	Council insurance
Charlotte Gale	86	35.00	0.00	35.00	Clerk	Mayoral photo for website
M Brayshaw	67	75.00	0.00	75.00	Clerk	Reimburse SIM card x 3 months
M Brayshaw	68	36.45	0.00	36.45	Clerk	Reimburse travel to Skipton t c
Salaries, Pensions, Tax & NI	69 - 74	11,580.86	0.00	11,580.86	Clerk	June salaries
Total		**21,902.62**	**101.15**	**22,003.78**		

RESOLVED: To approve the schedule of accounts for April, May and June 2026 in the sums of **£21,463.50, £34,077.18 and £22,003.78,481.75** respectively.

Members discussed continuing concerns about email provision and Councillor Bell asked for the contact details of the email provider.

Members also agreed that Council should formally look at alternative solutions for email provision.

6.2 To **receive and note** the **list of payments over £500** for Q1 of 2026/27

RESOLVED: To receive and note.

6.3 To **receive and note** the **finance figures incl EMRs** for April, May and June 2026

RESOLVED: To receive and note.

6.4 To **receive and note** the **current budgetary position** on 30 June 2026

RESOLVED: To receive and note.

6.5 To **receive and note** the **VAT return** submitted for Q1

RESOLVED: To receive and note.

6.6 To **consider** the **Internal Audit Report** for the financial year ending 31st March 2026 and **decide** next steps

Councillor Bell reminded members that a task and finish working group was set up to look at the audit recommendations in more detail.

6.7 To **receive and note** the **S137 expenditure report** to date (30 June 2026) – no spending undertaken using S137 to date.

6.8 To **receive and note** the amended **Travel Expenses Policy**. The Amendment reflects the government update to the Approved Mileage Allowance Payment rate for cars and vans. The rate has increased from 45p per mile to 55p per mile (for the first 10,000 miles) and is backdated to take effect from the 6 April 2026

RESOLVED: To receive and note the policy (with a minor amendment to include Volodymyr as well as Bebra in the narrative).

6.9 To **receive and note** the list of grants allocated to date 2026/27

RESOLVED: To receive and note.

Councillors recognised the pressure the grant budget was under and suggested a better way forward would be to consider a strategy for funding in the future.

26/112 <u>ITEM 7 - Correspondence or Delegation from Full Council</u>

7.1 To consider the **grant application** from **Knaresborough in Bloom**

RESOLVED: To award Knaresborough in Bloom £1500 for continued planting throughout the town and a water bowser.

7.2 To consider the **grant application** from **Harrogate Town AFC Community Foundation**

RESOLVED: To award Harrogate Town AFC Community Foundation £500 towards their Creative Primary Mentorship Scheme.

7.3 To consider the **grant application** from **Friends of Aspin School (Aspin Park Academy PTA)**

See Item 4 – Public Speaking.

7.4 To consider the **grant application** from **Mind in Harrogate District**

RESOLVED: To award Mind in Harrogate District £1000 to support the Mental Elf Fun Run.

7.5 To consider the **grant application** from **Resurrected Bites CIC**

RESOLVED: To award Resurrected Bites £1500 to support the pay as you feel café and pop-up shop at Gracious Street Methodist Church.

7.6 To consider the **grant application** from **Knaresborough Celtic Football Club**

RESOLVED: To award Knaresborough Celtic Football Club £2000 to support the solar panel project.

7.7 To consider the **grant application** from **Friends of Meadowside Academy**

RESOLVED: To award Friends of Meadowside Academy £1732.50 to support 11 weeks of specialist coaching.

7.8 To ratify the decision to redirect the funding for The Art Guild grant towards delivery of an eight-week programme supporting creative participation, community connection and opportunities for disabled artists and participants in Knaresborough.

RESOLVED: To ratify the decision as above.

26/113 <u>ITEM 8 - Information Exchange</u>

- Councillor Goode reported that the Volodymyr Town Twinning visit had been very successful and thanked Council for its support.

Meeting closed at: 8:20p.m.

Signed by the Chair
Councillor Andy Bell