MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL'S FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT KNARESBOROUGH HOUSE on Monday 19 October 2026

PRESENT: Chair: Councillor Andy Bell

Councillors: D Goode, S Oakes and M Walker

Staff Present: The Clerk

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

26/114 ITEM 1 - To receive Apologies and consider approval of the reasons for inability to attend the meeting

Apologies were received from Councillor J Batt and reasons approved.

26/115 ITEM 2 - Councillors' Disclosure of an Interest

Councillor Goode disclosed a non-pecuniary interest in item 6.2 as a KTC representative on the Knaresborough and District Chamber.

26/116 ITEM 3 - KTC Public Speaking Session – none for this meeting.

26/117 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 20 July 2026

RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held on 20 July 2026 be approved as a correct record and signed by the Chair.

26/118 ITEM 5 - Reports from the Clerk

5.1 To approve the schedule of accounts for July, August and September 2026.

July:

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description
HA Garment printing	75	171.00	0.00	171.00	Clerk	From Town Twinning budget line
Goole Town Council	76	110.00	0.00	110.00	Clerk	Yorkshire Day Mayoral Visit
Friendship and Leisure	77	20.00	0.00	20.00	23/100	Traffic storage donation
H Westmancoat	78	14.30	0.00	14.30	Clerk	Travel to and from Menwith
BT	79	56.03	11.21	67.24	Clerk	Cloud Voice
OJW Services	80	1,025.00	0.00	1,025.00	Clerk	Town Ranger June
YLCA	81	105.00	0.00	105.00	Clerk	Clerk training x3 Data Protection
Deputy Clerk (reimburse)	82	9.95	0.00	9.95	Clerk	Postage tracked to bank
YLCA	83	28.20	0.00	28.20	Clerk	H Westmancoat training - Planning webinar
Salaries, Tax and Pensions	84 - 89	11,580.86	0.00	11,580.86		
Kboro in Bloom	90	1,500.00	0.00	1,500.00	Min No: 26/112 FGP	Community Grant
Mind (Harrogate District)	91	1,000.00	0.00	1,000.00	Min No: 26/112 FGP	Community Grant
Friends of Aspin School	92	2,000.00	0.00	2,000.00	Min No: 26/112 FGP	Community Grant
Friends of Meadowside	93	1,732.50	0.00	1,732.50	Min No: 26/112 FGP	Community Grant
Harrogate and Knaresborough Toy Library	94	90.00	0.00	90.00	Clerk	Small Grant
Kboro Celtic FC	95	2,000.00	0.00	2,000.00	Min No: 26/112 FGP	Community Grant
Resurrected Bites	96	1,500.00	0.00	1,500.00	Min No: 26/112 FGP	Community Grant
Total		**22,942.84**	**11.21**	**22,954.05**		

August:

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description
Friendship and Leisure	97	20.00	0.00	20.00	23/100	Traffic storage donation
OJW Services	98	1,025.00	0.00	1,025.00	Clerk	Town Ranger July
SLCC	99	140.00	28.00	168.00	Clerk	Ilca to Cilca training fee
Xerox	100	235.36	47.07	282.43	Clerk	Copier
Spa ICT Services	101	1,080.00	216.00	1,296.00	Clerk	IT Services Annual support
SLCC	102	331.00	0.00	331.00	Clerk	Annual Subscription
D Gluck	103	400.00	0.00	400.00	Clerk	NDP support
Harr Town AFC Community Foundation	104	500.00	0.00	500.00	Min No: 26/112 FGP	Community Grant - creative primary mentoring programme
A Grinter	105	36.00	0.00	36.00	Clerk	Tour Guide annual ITG membership
N Muffitt	106	36.00	0.00	36.00	Clerk	Tour Guide annual ITG membership
Salaries, Tax and Pensions	107 - 112	11,580.86	0.00	11,580.86		
Network Print	113	154.00	0.00	154.00	Clerk	Town Walking Tour flyers
Total		**15,538.22**	**291.07**	**15,829.29**		

September:

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description
Friendship and Leisure	114	20.00	0.00	20.00	23/100	Traffic storage donation
theintergroup	115	1,985.00	397.00	2,382.00	Clerk	NDP updates and design
First Aid Training and Skills	116	400.00	0.00	400.00	Clerk	Bright Friday 1st Aid
First Aid Training and Skills	117	150.00	0.00	150.00	Clerk	Remembrance 1st Aid

Spa ICT Services	118	398.64	79.73	478.37	Clerk	Office 365 Business x 2
Wrigleys Solicitors	119	2,950.00	590.00	3,540.00	Clerk	Market lease
Arena Group	120	189.57	37.91	227.48	Clerk	Photocopies
OJW Services	121	842.00	0.00	842.00	Clerk	Town Ranger duties August 2026
OJW Services	122	1,400.00	0.00	1,400.00	Clerk	Market handover work
BT	123	56.03	11.21	67.24	Clerk	Cloud Voice (Aug)
Wrigleys Solicitors	124	2,014.00	402.80	2,416.80	Clerk	Market lease re-write due to change to circumstances and extra information.
NY Highways	125	1,006.49	201.30	1,207.79	Clerk	White lining project at Community Centre Car park to tie in with new EV cahrgers and SPF funding
BT	126	56.03	11.21	67.24	Clerk	Cloud Voice (Sept)
PKF Littlejonh	127	630.00	126.00	756.00	Clerk	External Audit Fee
Salaries, Tax and Pensions	128 - 133	13,679.28	0.00	13,679.28		incl backdated contractual pay award 26/27
Kboro Town Twinning	134	2,329.00	0.00	2,329.00	Min No. 26/104	Final Grant award payment
Total		**28,106.04**	**1,857.16**	**29,963.20**		

RESOLVED: To approve the schedule of accounts for July, August and September 2026 in the sums of **£22,954.05, £15,829.29 and £29,963.20** respectively.

5.2 To **receive and note** the **list of payments over £500** for Q2 of 2026/27

RESOLVED: To receive and note.

5.3 To **receive and note** the **finance figures incl EMRs** for July, August and September 2026

RESOLVED: To receive and note.

5.4 To **receive and note** the **current budgetary position** on 30 September 2026

RESOLVED: To receive and note.

5.5 To **receive and note** the **VAT return** submitted for Q2

RESOLVED: To receive and note.

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

RESOLVED: To receive and note.

5.7 To **receive and note** the Conclusion of Audit Annual Governance and Accountability Return for the year ended 31 March 2026

RESOLVED: To receive and note.

5.8 To **consider** the Audit working group notes and **decide** on next steps

Councillor Bell gave a summary of steps being taken to work through the points raised at the internal audit and highlighted which committees were responsible, some actions are already complete at this point.

26/119 ITEM 6 - Correspondence or Delegation from Full Council

6.1 To consider the **grant application** from 1953 Knaresborough Squadron Air Cadets

RESOLVED: To award the 1953 Knaresborough Squadron Air Cadets £1,200 towards gazebos to be used by the group.

6.2 To consider the **grant application** from Knaresborough and District Chamber of Trade

RESOLVED: To award Knaresborough and District Chamber (KDC) a grant of £2,500 towards its Community Wealth Building/Knaresborough Business Anchor Network Project, using the Council's powers under Section 137 of the Local Government Act 1972. KTC requests that KDC provide an update to the Committee at a future meeting on the project's progress and its longer-term vision.

6.3 From the Projects, Community and Environment Committee: *"**To consider the change in funding position to the Boundary Signage Project and decide on a recommendation to the Finance Committee to cover the shortfall*
Members discussed and it was
RESOLVED: To agree in principle the design 'Option B' with a change of text from 'please drive carefully' to 'historic market town'.
FURTHER RESOLVED: That this item be referred to the Finance Committee with a recommendation to fund the shortfall."

- **To consider** whether to fund the shortfall of approximately £8,400 to allow this project to be completed.

RESOLVED: That KTC fund the shortfall of £8,400 to allow the completion of the boundary signs project. The extra funds to be vired from the Town Development budget line.

26/120 ITEM 8 - Information Exchange

- Councillor Oakes mentioned her Mayoral event which will be taking place on the 21 November 2026 at King James's School

Meeting closed at: 8:20p.m.

Signed by the Chair
Councillor Andy Bell