

KNARESBOROUGH TOWN COUNCIL (KTC)

A Pulman
Clerk of the Council

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13 October 2026

To: **The Members of the Finance and General Purposes Committee –**
Councillors J Batt, A Bell, D Goode, S Oakes 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 19 October 2026

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

FINANCE AND GENERAL PURPOSES AGENDA – Monday 19 October 2026

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

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

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 (*ca*)

5. Reports from the Clerk

5.1 To **approve** the **schedule of payments** for July, August and September 2026 (*ca*)

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

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

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

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

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

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

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

6. Correspondence or Delegation from Full Council

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

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

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.

7. 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.

**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 ITEM 7 - Correspondence or Delegation from Full Council

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 ITEM 8 - Information Exchange

- 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**

KNARESBOROUGH TOWN COUNCIL							
July 2026 Schedule of Accounts							
Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description	Initials
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			

KNARESBOROUGH TOWN COUNCIL							
August 2026 Schedule of Payments							
Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description	Initials
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			

KNARESBOROUGH TOWN COUNCIL							
September 2026 Schedule of Payments							
Payable to	File Ref No:	Amount excl VAT £'s	VAT	Amount	Authorisation	Notes/ Description	Initials
				Total			
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 cahrgrers and SPF funding	
BT	126	56.03	11.21	67.24	Clerk	Cloud Voice (Sept)	
PKF Littlejohnh	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			

Knaresborough Town Council Payments over £500 Q2

Date	Budget Line	Beneficiary	Transaction Detail	Total Amount	Net Amount	VAT Amount
July						
20/07/2026	Town Ranger	OJW Services	June Town Ranger duties incl phone box clean and maintenance, hoe, weed and brush Mkt Sq., High Bond End and ginnels. Power wash market square. Fuel and disinfectant supplied.	£1,025.00	£1,025.00	£0.00
29/07/2026	Grants	Kboro in Bloom	Community Grant Payment – Annual planting grant and purchase of a water bowser	£1,500.00	£1,500.00	£0.00
29/07/2026	Grants	Mind (Harrogate District)	Community Grant Payment – Mental Elf Run support	£1,000.00	£1,000.00	£0.00
29/07/2026	Grants	Friends of Aspin School	Community Grant Payment – Library repurpose project	£2,000.00	£2,000.00	£0.00
29/07/2026	Grants	Friends of Meadowside	Community grant payment – Sports Coach	£1,732.50	£1,732.50	£0.00
29/07/2026	Grants	Kboro Celtic Football Club	Community grant payment – Solar panel project	£2,000.00	£2,000.00	£0.00
29/07/2026	Grants	Resurrected Bites	Community grant payment – Pay as you go café project	£1,500.00	£1,500.00	£0.00
August						
05/08/2026	Town Ranger	OJW Services	July Town Ranger duties incl. 2 nd power Mkt Place, shrubs and hedge cutting Waterside, Weed and strim ginnels off High St. Supply wood for fence, fuel and disinfectant.	£1,025.00	£1,025.00	£0.00
05/08/2026	Technology	Spa ICT Services	Annual support and virus protection	£1,296.00	£1080.00	£216.00
13/08/2026	Grants	Harr Town AFC CIO	Community Grant Payment – creative mentoring project	£500.00	£500.00	£0.00
September						
02/09/2026	NDP	The Intergroup	2026 development updates and design for Kboro Neighbourhood Development Plan – Master Document	£2,382.00	£1,985.00	£397.00
02/09/2026	Town Development – Market	Wrigleys Solicitors	Professional Services overseeing Market and Iles Lane lease agreements with NYC	£3,540.00	£2,950.00	£590.00
02/09/2026	Town Ranger	OJW Services	August Town Ranger Services incl. cleaning and wire brushing fingerposts, weeding Waterside and Steps at Bebra Gardens etc	£842.00	£842.00	£0.00

02/09/2026	Town Development – Market	OJW Services	4 x Knaresborough Market Officer duties (shadowing NYC)	£1,400.00	£1,400.00	£0.00
09/09/2026	Town Development – Market	Wrigleys Solicitors	Revisions to draft articles concerned with the market	£2,416.80	£2,104.00	£402.80
14/09/2026	SPF Ring-fenced funding	NYHighways	Road lining works – Stockwell Community Wellbeing Hub	£1,207.79	£1,006.49	£201.30
14/09/2026	Audit	PKF Littlejohn	Annual External Audit provision and report	£756.00	£630.00	£126.00
24/09/2026	Town Twinning/Grants	Kboro Town Twinning Committee	Final award payment for 2026/27 supporting Bebra and Volodymyr activities in the town	£2,329.00	£2,329.00	£0.00

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current 78894441	31/07/2026	0	5,000.00
			<u>5,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,000.00
		Balance per Cash Book is :-	5,000.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 05/08/2026

Knaresborough Town Council Current Year

Page 1

Time: 11:50

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 2 - Reserve A/c

User: ANGELA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Reserve 10748748	31/07/2026		331,057.24
			<u>331,057.24</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			331,057.24
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			331,057.24
		Balance per Cash Book is :-	331,057.24
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Castle Light Maintenance	1,294.00	706.00	2,000.00
321 EMR - NDP	5,072.00	4,000.00	9,072.00
322 EMR - Stage Improvement	-54.40	2,054.40	2,000.00
323 EMR Christmas Lights	34,133.66	-4,133.66	30,000.00
324 EMR Regalia	0.00	1,000.00	1,000.00
325 EMR Allotments	2,215.00	5,000.00	7,215.00
327 EMR - Stage Upgrade	54.40	-54.40	0.00
329 King George V Field	4,635.00		4,635.00
330 EMR - KBoro House	3,000.00	3,000.00	6,000.00
331 EMR - Elections	10,000.00	5,000.00	15,000.00
336 EMR - CIL	1,568.19		1,568.19
337 EMR - Tree Maintenance	190.00	1,310.00	1,500.00
340 EMR - Castle 2030	500.00	500.00	1,000.00
341 EMR Events	124.80	-124.80	0.00
342 EMR - SPF Solar	4,058.00		4,058.00
343 EMR - Town Development	20,602.00	48,700.00	69,302.00
344 EMR - Tour Guides	26.42	463.23	489.65
	87,419.07	67,420.77	154,839.84

Summary Receipts & Payments by Budget Heading 31/07/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Income						
	Receipts	141,811	288,291	146,480			49.2%
	less Transfers to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>141,811</u>	<u>288,291</u>	<u>146,480</u>			
101	Administration						
	Payments	6,211	23,320	17,109		17,109	26.6%
102	Staff Costs						
	Payments	45,172	124,000	78,828		78,828	36.4%
103	Establishment Costs						
	Payments	0	3,000	3,000		3,000	0.0%
104	Training						
	Payments	245	2,100	1,855		1,855	11.7%
105	Mayoral Expenses						
	Payments	1,950	4,500	2,550		2,550	43.3%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,950)</u>	<u>(4,500)</u>	<u>(2,550)</u>			
110	Grants/Donations						
	Payments	17,269	35,000	17,732		17,732	49.3%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(17,268)</u>	<u>(35,000)</u>	<u>(17,732)</u>			
120	Events/Projects						
	Payments	25,858	160,004	134,146		134,146	16.2%
	plus Transfer from EMR	810	0	(810)			
	Movement to/(from) Gen Reserve	<u>(25,048)</u>	<u>(160,004)</u>	<u>(134,956)</u>			
999	VAT Data						
	Receipts	8,536	0	(8,536)			0.0%
	Payments	3,827	0	(3,827)		(3,827)	0.0%
	Movement to/(from) Gen Reserve	<u>4,709</u>					
Grand Totals:- Receipts		<u>150,347</u>	<u>288,291</u>	<u>137,944</u>			52.2%
Payments		<u>100,532</u>	<u>351,924</u>	<u>251,392</u>	0	251,392	28.6%
Net Receipts over Payments		<u>49,815</u>	<u>(63,633)</u>	<u>(113,448)</u>			
plus Transfer from EMR		810	0	(810)			
less Transfers to EMR		0	0	0			
Movement to/(from) Gen Reserve		<u>50,625</u>	<u>(63,633)</u>	<u>(114,258)</u>			

Detailed Receipts & Payments by Budget Heading 31/07/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1000 Allotments Income	0	6,940	6,940			0.0%	
1030 KVG Field Income	50	0	(50)			0.0%	
1065 Misc	600	0	(600)			0.0%	
1076 Precept	140,176	280,351	140,176			50.0%	
1090 Bank Interest	985	1,000	15			98.5%	
Income :- Receipts	141,811	288,291	146,480			49.2%	0
Net Receipts	141,811	288,291	146,480				
101 Administration							
4005 Bank Charges	34	120	86		86	28.0%	
4021 Stationery	133	600	467		467	22.2%	
4022 Office Equipment	150	2,000	1,850		1,850	7.5%	
4025 Insurance	386	3,500	3,114		3,114	11.0%	
4026 IT Expenses	2,339	10,000	7,661		7,661	23.4%	
4045 Audit	475	2,000	1,525		1,525	23.8%	
4050 Legal	0	2,500	2,500		2,500	0.0%	
4075 Subscriptions	2,695	2,600	(95)		(95)	103.7%	
Administration :- Indirect Payments	6,211	23,320	17,109	0	17,109	26.6%	0
Net Payments	(6,211)	(23,320)	(17,109)				
102 Staff Costs							
4000 Wages & Salaries	45,172	124,000	78,828		78,828	36.4%	
Staff Costs :- Indirect Payments	45,172	124,000	78,828	0	78,828	36.4%	0
Net Payments	(45,172)	(124,000)	(78,828)				
103 Establishment Costs							
4020 Office Rent	0	3,000	3,000		3,000	0.0%	
Establishment Costs :- Indirect Payments	0	3,000	3,000	0	3,000	0.0%	0
Net Payments	0	(3,000)	(3,000)				
104 Training							
4030 Training/Travel Clls	245	2,000	1,755		1,755	12.2%	
4035 Deputy Mayor Travel	0	100	100		100	0.0%	
Training :- Indirect Payments	245	2,100	1,855	0	1,855	11.7%	0
Net Payments	(245)	(2,100)	(1,855)				

Detailed Receipts & Payments by Budget Heading 31/07/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
105 Mayoral Expenses							
4055 Mayors Allowance	1,950	4,500	2,550		2,550	43.3%	
Mayoral Expenses :- Indirect Payments	<u>1,950</u>	<u>4,500</u>	<u>2,550</u>	<u>0</u>	<u>2,550</u>	<u>43.3%</u>	<u>0</u>
Net Payments	<u>(1,950)</u>	<u>(4,500)</u>	<u>(2,550)</u>				
110 Grants/Donations							
4070 Grants	17,269	35,000	17,732		17,732	49.3%	
Grants/Donations :- Indirect Payments	<u>17,269</u>	<u>35,000</u>	<u>17,732</u>	<u>0</u>	<u>17,732</u>	<u>49.3%</u>	<u>0</u>
Net Payments	<u>(17,269)</u>	<u>(35,000)</u>	<u>(17,732)</u>				
120 Events/Projects							
4015 Contingency	0	10,000	10,000		10,000	0.0%	
4059 Town Ranger Services	2,837	18,000	15,163		15,163	15.8%	
4061 Christmas Switch On	0	4,000	4,000		4,000	0.0%	
4062 Christmas Lights Contract	15,849	38,000	22,151		22,151	41.7%	
4064 Castle Lights Maintenance	0	1,000	1,000		1,000	0.0%	
4072 Town development	800	50,000	49,200		49,200	1.6%	800
4079 Public Toilets	0	1,000	1,000		1,000	0.0%	
4080 Coach Friendly	0	2,000	2,000		2,000	0.0%	
4082 Gouthwaite	104	104	0		0	100.0%	
4083 Boundary Signs	0	5,600	5,600		5,600	0.0%	
4086 Community Defibs	0	1,000	1,000		1,000	0.0%	
4089 VAS	0	200	200		200	0.0%	
4090 Elections	0	5,000	5,000		5,000	0.0%	
4091 Promotion	200	1,000	800		800	20.0%	
4092 Commemorations	0	3,500	3,500		3,500	0.0%	
4101 Road Closure Mgmt	80	3,500	3,420		3,420	2.3%	
4105 Town Twinning	3,271	5,600	2,329		2,329	58.4%	
4106 Trees	0	1,500	1,500		1,500	0.0%	
4108 Tourist Guide	207	2,500	2,293		2,293	8.3%	10
4109 Green Energy Project	0	1,500	1,500		1,500	0.0%	
4110 Election Costs	0	5,000	5,000		5,000	0.0%	
4999 Transfers To/From Reserves	2,510	0	(2,510)		(2,510)	0.0%	
Events/Projects :- Indirect Payments	<u>25,858</u>	<u>160,004</u>	<u>134,146</u>	<u>0</u>	<u>134,146</u>	<u>16.2%</u>	<u>810</u>
Net Payments	<u>(25,858)</u>	<u>(160,004)</u>	<u>(134,146)</u>				
6000 plus Transfer from EMR	810	0	(810)				
Movement to/(from) Gen Reserve	<u>(25,048)</u>	<u>(160,004)</u>	<u>(134,956)</u>				

Detailed Receipts & Payments by Budget Heading 31/07/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
999 VAT Data							
115 VAT refund from HMRC	8,536	0	(8,536)			0.0%	
VAT Data :- Receipts	<u>8,536</u>	<u>0</u>	<u>(8,536)</u>				<u>0</u>
515 VAT on spend - input automatic	3,827	0	(3,827)		(3,827)	0.0%	
VAT Data :- Indirect Payments	<u>3,827</u>	<u>0</u>	<u>(3,827)</u>	<u>0</u>	<u>(3,827)</u>		<u>0</u>
Net Receipts over Payments	<u>4,709</u>	<u>0</u>	<u>(4,709)</u>				
Grand Totals:- Receipts	150,347	288,291	137,944			52.2%	
Payments	100,532	351,924	251,392	0	251,392	28.6%	
Net Receipts over Payments	<u>49,815</u>	<u>(63,633)</u>	<u>(113,448)</u>				
plus Transfer from EMR	810	0	(810)				
Movement to/(from) Gen Reserve	<u>50,625</u>	<u>(63,633)</u>	<u>(114,258)</u>				

Date: 02/09/2026

Knaresborough Town Council Current Year

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Time: 13:48

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 1 - Current Bank A/c

User: ANGELA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current 78894441	31/07/2026		5,000.00
			<u>5,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,000.00
		Balance per Cash Book is :-	5,000.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 02/09/2026

Knaresborough Town Council Current Year

Page 1

Time: 13:54

Bank Reconciliation Statement as at 28/08/2026
for Cashbook 2 - Reserve A/c

User: ANGELA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Reserve 10748748	28/08/2026		319,110.60
			<u>319,110.60</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			319,110.60
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			319,110.60
		Balance per Cash Book is :-	319,110.60
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Castle Light Maintenance	1,294.00	706.00	2,000.00
321 EMR - NDP	5,072.00	3,600.00	8,672.00
322 EMR - Stage Improvement	-54.40	2,054.40	2,000.00
323 EMR Christmas Lights	34,133.66	-4,133.66	30,000.00
324 EMR Regalia	0.00	1,000.00	1,000.00
325 EMR Allotments	2,215.00	5,000.00	7,215.00
327 EMR - Stage Upgrade	54.40	-54.40	0.00
329 King George V Field	4,635.00		4,635.00
330 EMR - KBoro House	3,000.00	3,000.00	6,000.00
331 EMR - Elections	10,000.00	5,000.00	15,000.00
336 EMR - CIL	1,568.19		1,568.19
337 EMR - Tree Maintenance	190.00	1,310.00	1,500.00
340 EMR - Castle 2030	500.00	500.00	1,000.00
341 EMR Events	124.80	-124.80	0.00
342 EMR - SPF Solar	4,058.00		4,058.00
343 EMR - Town Development	20,602.00	48,700.00	69,302.00
344 EMR - Tour Guides	26.42	237.23	263.65
	87,419.07	66,794.77	154,213.84

Summary Receipts & Payments by Budget Heading 28/08/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Income						
	Receipts	145,701	288,291	142,590			50.5%
	less Transfers to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>145,701</u>	<u>288,291</u>	<u>142,590</u>			
101	Administration						
	Payments	7,866	23,320	15,454		15,454	33.7%
102	Staff Costs						
	Payments	56,753	124,000	67,247		67,247	45.8%
103	Establishment Costs						
	Payments	0	3,000	3,000		3,000	0.0%
104	Training						
	Payments	385	2,100	1,715		1,715	18.3%
105	Mayoral Expenses						
	Payments	1,950	4,500	2,550		2,550	43.3%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,950)</u>	<u>(4,500)</u>	<u>(2,550)</u>			
110	Grants/Donations						
	Payments	17,769	35,000	17,232		17,232	50.8%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(17,768)</u>	<u>(35,000)</u>	<u>(17,232)</u>			
120	Events/Projects						
	Payments	27,529	160,004	132,475		132,475	17.2%
	plus Transfer from EMR	1,436	0	(1,436)			
	Movement to/(from) Gen Reserve	<u>(26,093)</u>	<u>(160,004)</u>	<u>(133,911)</u>			
999	VAT Data						
	Receipts	8,536	0	(8,536)			0.0%
	Payments	4,118	0	(4,118)		(4,118)	0.0%
	Movement to/(from) Gen Reserve	<u>4,418</u>					
	Grand Totals:- Receipts	154,237	288,291	134,054			53.5%
	Payments	116,369	351,924	235,555	0	235,555	33.1%
	Net Receipts over Payments	<u>37,868</u>	<u>(63,633)</u>	<u>(101,501)</u>			
	plus Transfer from EMR	1,436	0	(1,436)			
	less Transfers to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>39,304</u>	<u>(63,633)</u>	<u>(102,937)</u>			

Detailed Receipts & Payments by Budget Heading 28/08/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1000 Allotments Income	3,190	6,940	3,750			46.0%	
1030 KVG Field Income	50	0	(50)			0.0%	
1065 Misc	1,086	0	(1,086)			0.0%	
1076 Precept	140,176	280,351	140,176			50.0%	
1090 Bank Interest	1,200	1,000	(200)			120.0%	
Income :- Receipts	145,701	288,291	142,590			50.5%	0
Net Receipts	145,701	288,291	142,590				
<u>101 Administration</u>							
4005 Bank Charges	42	120	78		78	34.7%	
4021 Stationery	133	600	467		467	22.2%	
4022 Office Equipment	150	2,000	1,850		1,850	7.5%	
4025 Insurance	386	3,500	3,114		3,114	11.0%	
4026 IT Expenses	3,654	10,000	6,346		6,346	36.5%	
4045 Audit	475	2,000	1,525		1,525	23.8%	
4050 Legal	0	2,500	2,500		2,500	0.0%	
4075 Subscriptions	3,026	2,600	(426)		(426)	116.4%	
Administration :- Indirect Payments	7,866	23,320	15,454	0	15,454	33.7%	0
Net Payments	(7,866)	(23,320)	(15,454)				
<u>102 Staff Costs</u>							
4000 Wages & Salaries	56,753	124,000	67,247		67,247	45.8%	
Staff Costs :- Indirect Payments	56,753	124,000	67,247	0	67,247	45.8%	0
Net Payments	(56,753)	(124,000)	(67,247)				
<u>103 Establishment Costs</u>							
4020 Office Rent	0	3,000	3,000		3,000	0.0%	
Establishment Costs :- Indirect Payments	0	3,000	3,000	0	3,000	0.0%	0
Net Payments	0	(3,000)	(3,000)				
<u>104 Training</u>							
4030 Training/Travel Clls	385	2,000	1,615		1,615	19.2%	
4035 Deputy Mayor Travel	0	100	100		100	0.0%	
Training :- Indirect Payments	385	2,100	1,715	0	1,715	18.3%	0
Net Payments	(385)	(2,100)	(1,715)				

Detailed Receipts & Payments by Budget Heading 28/08/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>105 Mayoral Expenses</u>							
4055 Mayors Allowance	1,950	4,500	2,550		2,550	43.3%	
Mayoral Expenses :- Indirect Payments	1,950	4,500	2,550	0	2,550	43.3%	0
Net Payments	(1,950)	(4,500)	(2,550)				
<u>110 Grants/Donations</u>							
4070 Grants	17,769	35,000	17,232		17,232	50.8%	
Grants/Donations :- Indirect Payments	17,769	35,000	17,232	0	17,232	50.8%	0
Net Payments	(17,769)	(35,000)	(17,232)				
<u>120 Events/Projects</u>							
4015 Contingency	0	10,000	10,000		10,000	0.0%	
4059 Town Ranger Services	3,862	18,000	14,138		14,138	21.5%	
4061 Christmas Switch On	0	4,000	4,000		4,000	0.0%	
4062 Christmas Lights Contract	15,849	38,000	22,151		22,151	41.7%	
4064 Castle Lights Maintenance	0	1,000	1,000		1,000	0.0%	
4072 Town development	800	50,000	49,200		49,200	1.6%	800
4079 Public Toilets	0	1,000	1,000		1,000	0.0%	
4080 Coach Friendly	0	2,000	2,000		2,000	0.0%	
4082 Gouthwaite	104	104	0		0	100.0%	
4083 Boundary Signs	0	5,600	5,600		5,600	0.0%	
4086 Community Defibs	0	1,000	1,000		1,000	0.0%	
4087 Neighbourhood Development Plan	400	0	(400)		(400)	0.0%	400
4089 VAS	0	200	200		200	0.0%	
4090 Elections	0	5,000	5,000		5,000	0.0%	
4091 Promotion	200	1,000	800		800	20.0%	
4092 Commemorations	0	3,500	3,500		3,500	0.0%	
4101 Road Closure Mgmt	100	3,500	3,400		3,400	2.9%	
4105 Town Twinning	3,271	5,600	2,329		2,329	58.4%	
4106 Trees	0	1,500	1,500		1,500	0.0%	
4108 Tourist Guide	433	2,500	2,067		2,067	17.3%	236
4109 Green Energy Project	0	1,500	1,500		1,500	0.0%	
4110 Election Costs	0	5,000	5,000		5,000	0.0%	
4999 Transfers To/From Reserves	2,510	0	(2,510)		(2,510)	0.0%	
Events/Projects :- Indirect Payments	27,529	160,004	132,475	0	132,475	17.2%	1,436
Net Payments	(27,529)	(160,004)	(132,475)				
6000 plus Transfer from EMR	1,436	0	(1,436)				
Movement to/(from) Gen Reserve	(26,093)	(160,004)	(133,911)				

Detailed Receipts & Payments by Budget Heading 28/08/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
999 VAT Data							
115 VAT refund from HMRC	8,536	0	(8,536)			0.0%	
VAT Data :- Receipts	<u>8,536</u>	<u>0</u>	<u>(8,536)</u>				<u>0</u>
515 VAT on spend - input automatic	4,118	0	(4,118)		(4,118)	0.0%	
VAT Data :- Indirect Payments	<u>4,118</u>	<u>0</u>	<u>(4,118)</u>	<u>0</u>	<u>(4,118)</u>		<u>0</u>
Net Receipts over Payments	<u>4,418</u>	<u>0</u>	<u>(4,418)</u>				
Grand Totals:- Receipts	154,237	288,291	134,054			53.5%	
Payments	116,369	351,924	235,555	0	235,555	33.1%	
Net Receipts over Payments	<u>37,868</u>	<u>(63,633)</u>	<u>(101,501)</u>				
plus Transfer from EMR	1,436	0	(1,436)				
Movement to/(from) Gen Reserve	<u>39,304</u>	<u>(63,633)</u>	<u>(102,937)</u>				

Bank Reconciliation Statement as at 30/09/2026
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current 78894441	30/09/2026		5,000.00
			<u>5,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,000.00
		Balance per Cash Book is :-	5,000.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date:08/10/2026

Knaresborough Town Council Current Year

Page 1

Time: 14:55

**Bank Reconciliation Statement as at 30/09/2026
for Cashbook 2 - Reserve A/c**

User: ANGELA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Reserve 10748748	30/09/2026		433,296.92
			<u>433,296.92</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			433,296.92
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			433,296.92
		Balance per Cash Book is :-	433,296.92
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Castle Light Maintenance	1,294.00	706.00	2,000.00
321 EMR - NDP	5,072.00	1,615.00	6,687.00
322 EMR - Stage Improvement	-54.40	2,054.40	2,000.00
323 EMR Christmas Lights	34,133.66	-4,133.66	30,000.00
324 EMR Regalia	0.00	1,000.00	1,000.00
325 EMR Allotments	2,215.00	5,000.00	7,215.00
327 EMR - Stage Upgrade	54.40	-54.40	0.00
329 King George V Field	4,635.00		4,635.00
330 EMR - KBoro House	3,000.00	3,000.00	6,000.00
331 EMR - Elections	10,000.00	5,000.00	15,000.00
336 EMR - CIL	1,568.19		1,568.19
337 EMR - Tree Maintenance	190.00	1,310.00	1,500.00
340 EMR - Castle 2030	500.00	500.00	1,000.00
341 EMR Events	124.80	-124.80	0.00
342 EMR - SPF Solar	4,058.00	-1,006.49	3,051.51
343 EMR - Town Development	20,602.00	44,350.00	64,952.00
344 EMR - Tour Guides	26.42	237.23	263.65
	87,419.07	59,453.28	146,872.35

Summary Receipts & Payments by Budget Heading 30/09/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Income						
	Receipts	289,863	288,291	(1,572)			100.5%
	less Transfers to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>289,863</u>	<u>288,291</u>	<u>(1,572)</u>			
101	Administration						
	Payments	9,208	23,320	14,112		14,112	39.5%
102	Staff Costs						
	Payments	70,432	124,000	53,568		53,568	56.8%
103	Establishment Costs						
	Payments	0	3,000	3,000		3,000	0.0%
104	Training						
	Payments	385	2,100	1,715		1,715	18.3%
105	Mayoral Expenses						
	Payments	1,950	4,500	2,550		2,550	43.3%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,950)</u>	<u>(4,500)</u>	<u>(2,550)</u>			
110	Grants/Donations						
	Payments	20,098	35,000	14,903		14,903	57.4%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(20,098)</u>	<u>(35,000)</u>	<u>(14,902)</u>			
120	Events/Projects						
	Payments	38,296	160,004	121,708		121,708	23.9%
	plus Transfer from EMR	8,778	0	(8,778)			
	Movement to/(from) Gen Reserve	<u>(29,519)</u>	<u>(160,004)</u>	<u>(130,485)</u>			
999	VAT Data						
	Receipts	8,536	0	(8,536)			0.0%
	Payments	5,975	0	(5,975)		(5,975)	0.0%
	Movement to/(from) Gen Reserve	<u>2,561</u>					
	Grand Totals:- Receipts	298,399	288,291	(10,108)			103.5%
	Payments	146,345	351,924	205,580	0	205,580	41.6%
	Net Receipts over Payments	<u>152,054</u>	<u>(63,633)</u>	<u>(215,687)</u>			
	plus Transfer from EMR	8,778	0	(8,778)			
	less Transfers to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>160,832</u>	<u>(63,633)</u>	<u>(224,465)</u>			

Detailed Receipts & Payments by Budget Heading 30/09/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1000 Allotments Income	6,940	6,940	(0)			100.0%	
1030 KVG Field Income	50	0	(50)			0.0%	
1065 Misc	1,086	0	(1,086)			0.0%	
1076 Precept	280,351	280,351	0			100.0%	
1090 Bank Interest	1,436	1,000	(436)			143.6%	
Income :- Receipts	289,863	288,291	(1,572)			100.5%	0
Net Receipts	289,863	288,291	(1,572)				
101 Administration							
4005 Bank Charges	54	120	67		67	44.6%	
4021 Stationery	133	600	467		467	22.2%	
4022 Office Equipment	150	2,000	1,850		1,850	7.5%	
4025 Insurance	386	3,500	3,114		3,114	11.0%	
4026 IT Expenses	4,354	10,000	5,646		5,646	43.5%	
4045 Audit	1,105	2,000	895		895	55.3%	
4050 Legal	0	2,500	2,500		2,500	0.0%	
4075 Subscriptions	3,026	2,600	(426)		(426)	116.4%	
Administration :- Indirect Payments	9,208	23,320	14,112	0	14,112	39.5%	0
Net Payments	(9,208)	(23,320)	(14,112)				
102 Staff Costs							
4000 Wages & Salaries	70,432	124,000	53,568		53,568	56.8%	
Staff Costs :- Indirect Payments	70,432	124,000	53,568	0	53,568	56.8%	0
Net Payments	(70,432)	(124,000)	(53,568)				
103 Establishment Costs							
4020 Office Rent	0	3,000	3,000		3,000	0.0%	
Establishment Costs :- Indirect Payments	0	3,000	3,000	0	3,000	0.0%	0
Net Payments	0	(3,000)	(3,000)				
104 Training							
4030 Training/Travel Clls	385	2,000	1,615		1,615	19.2%	
4035 Deputy Mayor Travel	0	100	100		100	0.0%	
Training :- Indirect Payments	385	2,100	1,715	0	1,715	18.3%	0
Net Payments	(385)	(2,100)	(1,715)				

Detailed Receipts & Payments by Budget Heading 30/09/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
105 Mayoral Expenses							
4055 Mayors Allowance	1,950	4,500	2,550		2,550	43.3%	
Mayoral Expenses :- Indirect Payments	<u>1,950</u>	<u>4,500</u>	<u>2,550</u>	<u>0</u>	<u>2,550</u>	<u>43.3%</u>	<u>0</u>
Net Payments	<u>(1,950)</u>	<u>(4,500)</u>	<u>(2,550)</u>				
110 Grants/Donations							
4070 Grants	20,098	35,000	14,903		14,903	57.4%	
Grants/Donations :- Indirect Payments	<u>20,098</u>	<u>35,000</u>	<u>14,903</u>	<u>0</u>	<u>14,903</u>	<u>57.4%</u>	<u>0</u>
Net Payments	<u>(20,098)</u>	<u>(35,000)</u>	<u>(14,903)</u>				
120 Events/Projects							
4015 Contingency	1,006	10,000	8,994		8,994	10.1%	1,006
4059 Town Ranger Services	4,704	18,000	13,296		13,296	26.1%	
4061 Christmas Switch On	400	4,000	3,600		3,600	10.0%	
4062 Christmas Lights Contract	15,849	38,000	22,151		22,151	41.7%	
4064 Castle Lights Maintenance	0	1,000	1,000		1,000	0.0%	
4072 Town development	7,164	50,000	42,836		42,836	14.3%	5,150
4079 Public Toilets	0	1,000	1,000		1,000	0.0%	
4080 Coach Friendly	0	2,000	2,000		2,000	0.0%	
4082 Gouthwaite	104	104	0		0	100.0%	
4083 Boundary Signs	0	5,600	5,600		5,600	0.0%	
4086 Community Defibs	0	1,000	1,000		1,000	0.0%	
4087 Neighbourhood Development Plan	2,385	0	(2,385)		(2,385)	0.0%	2,385
4089 VAS	0	200	200		200	0.0%	
4090 Elections	0	5,000	5,000		5,000	0.0%	
4091 Promotion	200	1,000	800		800	20.0%	
4092 Commemorations	150	3,500	3,350		3,350	4.3%	
4101 Road Closure Mgmt	120	3,500	3,380		3,380	3.4%	
4105 Town Twinning	3,271	5,600	2,329		2,329	58.4%	
4106 Trees	0	1,500	1,500		1,500	0.0%	
4108 Tourist Guide	433	2,500	2,067		2,067	17.3%	236
4109 Green Energy Project	0	1,500	1,500		1,500	0.0%	
4110 Election Costs	0	5,000	5,000		5,000	0.0%	
4999 Transfers To/From Reserves	2,510	0	(2,510)		(2,510)	0.0%	
Events/Projects :- Indirect Payments	<u>38,296</u>	<u>160,004</u>	<u>121,708</u>	<u>0</u>	<u>121,708</u>	<u>23.9%</u>	<u>8,778</u>
Net Payments	<u>(38,296)</u>	<u>(160,004)</u>	<u>(121,708)</u>				
6000 plus Transfer from EMR	8,778	0	(8,778)				
Movement to/(from) Gen Reserve	<u>(29,519)</u>	<u>(160,004)</u>	<u>(130,485)</u>				

Detailed Receipts & Payments by Budget Heading 30/09/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
999 VAT Data							
115 VAT refund from HMRC	8,536	0	(8,536)			0.0%	
VAT Data :- Receipts	<u>8,536</u>	<u>0</u>	<u>(8,536)</u>				<u>0</u>
515 VAT on spend - input automatic	5,975	0	(5,975)		(5,975)	0.0%	
VAT Data :- Indirect Payments	<u>5,975</u>	<u>0</u>	<u>(5,975)</u>	<u>0</u>	<u>(5,975)</u>		<u>0</u>
Net Receipts over Payments	<u>2,561</u>	<u>0</u>	<u>(2,561)</u>				
Grand Totals:- Receipts	298,399	288,291	(10,108)			103.5%	
Payments	146,345	351,924	205,580	0	205,580	41.6%	
Net Receipts over Payments	<u>152,054</u>	<u>(63,633)</u>	<u>(215,687)</u>				
plus Transfer from EMR	8,778	0	(8,778)				
Movement to/(from) Gen Reserve	<u>160,832</u>	<u>(63,633)</u>	<u>(224,465)</u>				

Knaresborough Town Council Current Year

Annual Budget - By Centre

Note: To 30 September 2026

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>100</u>	<u>Income</u>								
1000	6,800	6,800	6,940	6,940	0	0	0	0	0
1030	0	0	0	50	0	0	0	0	0
1065	0	1,193	0	1,086	0	0	0	0	0
1075	0	916	0	0	0	0	0	0	0
1076	237,867	237,867	280,351	280,351	0	0	0	0	0
1090	1,000	3,064	1,000	1,436	0	0	0	0	0
	<u>245,667</u>	<u>249,840</u>	<u>288,291</u>	<u>289,863</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>245,667</u>	<u>249,840</u>	<u>288,291</u>	<u>289,863</u>	<u>0</u>		<u>0</u>		
	Total Income								
	Movement to/(from) Gen Reserve								
<u>101</u>	<u>Administration</u>								
4005	100	107	120	54	0	0	0	0	0
4021	700	664	600	133	0	0	0	0	0
4022	0	0	2,000	150	0	0	0	0	0
4025	3,500	1,905	3,500	386	0	0	0	0	0
4026	6,000	5,039	10,000	4,354	0	0	0	0	0
4045	1,800	1,555	2,000	1,105	0	0	0	0	0
4050	600	0	2,500	0	0	0	0	0	0
4075	2,400	2,398	2,600	3,026	0	0	0	0	0
	<u>15,100</u>	<u>11,668</u>	<u>23,320</u>	<u>9,208</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>(15,100)</u>	<u>(11,668)</u>	<u>(23,320)</u>	<u>(9,208)</u>	<u>0</u>		<u>0</u>		
	Overhead Expenditure								
	Movement to/(from) Gen Reserve								
<u>102</u>	<u>Staff Costs</u>								

Continued on next page

Annual Budget - By Centre

Note: To 30 September 2026

Last Year			Current Year				Next Year		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4000	90,000	61,248	124,000	70,432	0	0	0	0	0
4001	0	21,801	0	0	0	0	0	0	0
4002	0	18,751	0	0	0	0	0	0	0
	90,000	101,800	124,000	70,432	0	0	0	0	0
	(90,000)	(101,800)	(124,000)	(70,432)	0		0		
103	<u>Establishment Costs</u>								
4020	3,000	2,725	3,000	0	0	0	0	0	0
	3,000	2,725	3,000	0	0	0	0	0	0
	(3,000)	(2,725)	(3,000)	0	0		0		
104	<u>Training</u>								
4030	800	344	2,000	385	0	0	0	0	0
4035	100	0	100	0	0	0	0	0	0
	900	344	2,100	385	0	0	0	0	0
	(900)	(344)	(2,100)	(385)	0		0		
105	<u>Mayoral Expenses</u>								
4054	0	1,975	0	0	0	0	0	0	0
4055	3,900	4,761	4,500	1,950	0	0	0	0	0
	3,900	6,735	4,500	1,950	0	0	0	0	0
6000	0	2,000	0	0	0	0	0	0	0
	(3,900)	(4,735)	(4,500)	(1,950)	0		0		

Continued on next page

**Knaresborough Town Council Current Year
Annual Budget - By Centre
Note: To 30 September 2026**

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
110	<u>Grants/Donations</u>								
4070	Grants	30,000	28,749	35,000	20,098	0	0	0	0
		30,000	28,749	35,000	20,098	0	0	0	0
		(30,000)	(28,749)	(35,000)	(20,098)	0			
	Overhead Expenditure								
	Movement to/(from) Gen Reserve								
120	<u>Events/Projects</u>								
4015	Contingency	18,872	4,938	10,000	1,006	0	0	0	0
4059	Town Ranger Services	0	0	18,000	4,704	0	0	0	0
4061	Christmas Switch On	2,000	2,873	4,000	400	0	0	0	0
4062	Christmas Lights Contract	38,000	37,297	38,000	15,849	0	0	0	0
4064	Castle Lights Maintenance	1,000	330	1,000	0	0	0	0	0
4072	Town development	65,000	7,554	50,000	7,164	0	0	0	0
4079	Public Toilets	0	0	1,000	0	0	0	0	0
4080	Coach Friendly	0	0	2,000	0	0	0	0	0
4081	Events Signage	2,000	60	0	0	0	0	0	0
4082	Gouthwaite	0	0	104	104	0	0	0	0
4083	Boundary Signs	0	0	5,600	0	0	0	0	0
4086	Community Defibs	0	0	1,000	0	0	0	0	0
4087	Neighbourhood Development Plan	0	0	0	2,385	0	0	0	0
4089	VAS	100	0	200	0	0	0	0	0
4090	Elections	0	0	5,000	0	0	0	0	0
4091	Promotion	2,000	138	1,000	200	0	0	0	0
4092	Commemorations	3,000	4,195	3,500	150	0	0	0	0
4093	255th Enclosures	1,000	611	0	0	0	0	0	0

Continued on next page

**Knaresborough Town Council Current Year
Annual Budget - By Centre
Note: To 30 September 2026**

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4094 Contingency Maintenance	0	136	0	0	0	0	0	0	0
4099 Misc Expenses	0	100	0	0	0	0	0	0	0
4101 Road Closure Mgmt	5,000	180	3,500	120	0	0	0	0	0
4104 Community Stage	0	9,654	0	0	0	0	0	0	0
4105 Town Twinning	4,000	2,000	5,600	3,271	0	0	0	0	0
4106 Trees	500	1,460	1,500	0	0	0	0	0	0
4108 Tourist Guide	1,000	2,066	2,500	433	0	0	0	0	0
4109 Green Energy Project	1,500	7,126	1,500	0	0	0	0	0	0
4110 Election Costs	5,000	0	5,000	0	0	0	0	0	0
4999 Transfers To/From Reserves	0	5,654	0	2,510	0	0	0	0	0
Overhead Expenditure	149,972	86,374	160,004	38,296	0	0	0	0	0
6000 plus Transfer from EMR	0	26,453	0	8,778	0	0	0	0	0
Movement to/(from) Gen Reserve	(149,972)	(59,921)	(160,004)	(29,519)	0	0	0	0	0
999 VAT Data									
115 VAT refund from HMRC	0	8,561	0	8,536	0	0	0	0	0
Total Income	0	8,561	0	8,536	0	0	0	0	0
515 VAT on spend - input automatic	0	9,603	0	5,975	0	0	0	0	0
Overhead Expenditure	0	9,603	0	5,975	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(1,043)	0	2,561	0	0	0	0	0

Continued on next page

Knaresborough Town Council Current Year

Annual Budget - By Centre

Note: To 30 September 2026

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	245,667	258,401	288,291	298,399	0	0	0	0	0
Expenditure	292,872	247,997	351,924	146,345	0	0	0	0	0
Net Income over Expenditure	<u>-47,205</u>	<u>10,404</u>	<u>-63,633</u>	<u>152,054</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	28,453	0	8,778	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(47,205)</u>	<u>38,857</u>	<u>(63,633)</u>	<u>160,832</u>	<u>0</u>		<u>0</u>		

Date: 08/10/2026

Knaresborough Town Council Current Year

Page 1

Time: 15:43

VAT Return for 01/07/2026 to 30/09/2026

User: ANGELA

<u>Source</u>	<u>Cashbook</u>	<u>Ref No</u>	<u>Date</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
Cashbook	1		09/07/2026		150.00	150.00	0.00
Cashbook	1		13/07/2026		100.00	100.00	0.00
Cashbook	1		20/07/2026		3,815.51	3,815.51	0.00
Cashbook	2		31/07/2026		251.44	251.44	0.00
Cashbook	1		10/08/2026		3,190.32	3,190.32	0.00
Cashbook	2		28/08/2026		0.00	0.00	0.00
Cashbook	2		30/09/2026		235.87	235.87	0.00
OUTPUT			Total Rate:	Z	7,743.14	7,743.14	0.00
Cashbook	1		20/07/2026		67.24	56.03	11.21
Cashbook	1		05/08/2026		1,746.43	1,455.36	291.07
Cashbook	1		02/09/2026		6,627.85	5,523.21	1,104.64
Cashbook	1		07/09/2026		67.24	56.03	11.21
Cashbook	1		09/09/2026		2,416.80	2,014.00	402.80
Cashbook	1		14/09/2026		2,031.03	1,692.52	338.51
INPUT			Total Rate:	S	12,956.59	10,797.15	2,159.44
Cashbook	1		02/07/2026		171.00	171.00	0.00
Cashbook	1		09/07/2026		-150.00	-150.00	0.00
Cashbook	1		13/07/2026		-100.00	-100.00	0.00
Cashbook	1		14/07/2026		110.00	110.00	0.00
Cashbook	1		20/07/2026		-3,815.51	-3,815.51	0.00
Cashbook	1		31/07/2026		0.00	0.00	0.00
Cashbook	2		31/07/2026		-251.44	-251.44	0.00
Cashbook	1		20/08/2026		154.00	154.00	0.00
Cashbook	1		28/08/2026		8.05	8.05	0.00
Cashbook	1		25/09/2026		-182.00	-182.00	0.00
Cashbook	1		30/09/2026		11.85	11.85	0.00
INPUT			Total Rate:	Z	-4,044.05	-4,044.05	0.00

Date: 08/10/2026

Knaresborough Town Council Current Year

Page 2

Time: 15:43

VAT Return for 01/07/2026 to 30/09/2026

User: ANGELA

<u>Source</u>	<u>Cashbook</u>	<u>Ref No</u>	<u>Date</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
VAT Return Summary:				Total Outputs	7,743.14	7,743.14	0.00
				Total Inputs	8,912.54	6,753.10	2,159.44
VAT due in the period on sales and other outputs						Box 1	0.00
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States						2	0.00
Total VAT due						3	0.00
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)						4	2,159.44
Net VAT to reclaim from HMRC						5	2,159.44
Total value of sales and all other outputs excluding any VAT						6	7,743.00
Total value of purchases and all other inputs excluding any VAT						7	6,753.00
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States						8	0.00
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States						9	0.00
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States							0.00

Group/Organisation	Grant Description	Amount	Grant payment made	Proposed Start date	Feedback request Set	Feedback received	Comments
APRIL							
Waterside Residents Assoc	Small Grant Award - Waterside in Bloom	350	Yes	immediate	Yes	Yes	
Hgte and Ripon CAMRA	Small Grant Award - Kboro CAMRA pub guide and distribution	270	Yes	immediate	Yes	Yes	
Citizens Advice	Services to residents in Knaresborough	1,500	Yes	immediate	Yes	Yes	
Catholic Care Caritas	Event empowering Yorkshire Communities for refugees in the area	1,000	Yes	Oct-26	Yes	Yes	
Knaresborough Community Centre Committee	Purchase of a plinth (adjustable bed)	726	Yes	May-26	Yes		
Knaresborough Branch RBL	Information board by The War Memorial	1,450		asap			Awaiting RBL receiving permissions
Town Twinning	Volodymyr and Bebra Visits	900	Yes	Jun-26	Yes		Total Amt = £8500, rest covered by TT specific budget line
Knaresborough Museum Association	Knaresborough on the Tracks Exhibition	2,000	Yes	Sep-26	Yes		
MAY							
Yorkshire Create	Small Grant Award - Knaresborough Eleven Play support	350	Yes	Jun-26	Yes	Yes	
Inspire Youth	Small Grant Award - KGV Field consultation support and awareness	350	Yes	Jun-26	Yes		
JULY							
Knaresborough in Bloom	Annual planting and water bowser	1,500	Yes	Spring 2027			

Harrogate Town AFC	Creative primary mentoring programme	500	Yes	Sep-26	Yes		
Community Foundation	Library renovation to multi-purpose learning space						
Friends of Aspin School		2,000	Yes	Aug-26	Yes		
Mind in Harrogate District	Mental Elf Run - Knaresborough	1,000	Yes	Nov-26	Yes	Yes	
Resurrected Bites	Gracious Street Café	1,500	Yes	immediate	Yes		
Knaresborough Celtic Football Club	Solar Panel Project	2,000	Yes	Autumn 2026	Yes		
Friends of Meadowside Academy	Provision of specialist sport coach	1,732.50	Yes	September	Yes		
Harrogate and Knaresborough Toy Library	Small Grant Award - Funding for first aid training to compliment existing provision	90	Yes	immediate	Yes		
October							
Yorkshire Create	Small grant award - Chrismouse Advent Window	350	Yes	Dec-26	Yes		
BUDGET	£35,000	19568.5					
Remaining	£15,432						

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Knaresborough Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		Yes* means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes ✓	No	N/A has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓		has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

15/06/2026

and recorded as minute reference:

26/289 6.4

Signed by the Chair and Clerk of the meeting where approval was given:

Chair



Clerk



www.knaresboroughtowncouncil.gov.uk

Section 2 – Accounting Statements 2025/26 for

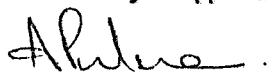
Knaresborough Town Council

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	241,891	271,203	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	172,180	237,867	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	76,625	20,534	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	90,195	101,800	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	129,298	146,196	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	271,203	281,608	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	271,203	281,608	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	963,360	994,509	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✓		For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.


09/06/2026

Date

I confirm that these Accounting Statements were approved by this authority on this date:

15/06/2026

as recorded in minute reference:

26/289 6.5

Signed by Chair of the meeting where the Accounting Statements were approved



Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Knaresborough Town Council – NY0336**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Information has come to our attention from the internal auditor highlighting the fact that the smaller authority has not been fully compliant with policies in the Practitioners Guide, relating to IT and Cybersecurity. Section 1, Assertion 10 has been incorrectly completed. This is consistent with the Internal Auditor's response to Internal Control Objective O.

Other matters not affecting our opinion which we draw to the attention of the authority:

In the completion of the Annual Internal Audit Report, and their detailed report, the internal auditor has drawn attention to weaknesses and provided recommendations in relation to risk assessments, budget allocations, asset registers, publication of documents and the Reserves Policy. The smaller authority must ensure that action is taken to address these areas of weakness in a timely manner.

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

08/09/2026

Clerk's Report – External Audit Position

Finance Committee 19 October 2026

The External Auditor has indicated that, with the exception of matters relating to Assertion 10, the Annual Governance and Accountability Return appears inconsistent with the Internal Audit Report and therefore incorrectly completed. Council did not agree with the Internal Auditor's assessment on the specific point in question and, having considered the evidence available at the time, completed the AGAR accurately and appropriately.

Work relating to the "other matters" raised by the External Auditor has been, and continues to be, progressed. Council is actively addressing any perceived weaknesses and implementing improvements to strengthen its governance and financial controls.

See notes from Audit Working Group compiled by Councillor Bell for item 5.8.

Strategy and Audit Group — Meeting Minutes

Purpose

The purpose of this meeting was to assign committees, groups or individuals at the town council to remediate or otherwise deal with the 12 recommendations arising from the Internal Audit Yorkshire report for the year ending 31 March 2026. This report was presented to full council in June 2026. Andy Bell went through each of the 12 recommendations in turn and proposed an owner for each.

Recommendations and Assigned Owners

1. Market service transfer risk

The council should include the risk associated with a potential transfer of market management within the corporate risk register, supported by time-limited actions, and a dedicated risk assessment should be prepared to identify, monitor and manage the risks specific to the service transfer. This is recommendation number one, on page four of the audit report.

Assigned to: Market Committee.

2. Email/data risk, business continuity, and email migration

This recommendation has three parts:

- (a) The council's risk assessment should include risks relating to email destruction and data backups, including GDPR considerations.
- (b) The business continuity plan should be referenced within the risk assessment and reviewed regularly to ensure it remains up to date.
- (c) The council should consider migrating all council emails to Microsoft 365 (managed by the preferred IT provider), ensuring a secure transfer and preventing any further loss of data — noting that other cloud providers are also available.

This is on page six of the report.

Assigned to: Helen's Technology Group.

3. Medium-term strategic and financial planning

The council should consider developing a medium-term strategic plan with clear priorities, objectives and budget allocations. The budget documents should contain a three-year financial forecast as part of the budget process, to support stable and planned precept-setting. New budget allocations relating to the market service transfer should be supported by a clear explanation in the budget papers and minutes.

***Assigned to: Strategy and Audit Group**, led by Andy Bell.*

4. Reserves policy — CIL income

The council should update its reserves policy so that Community Infrastructure Levy (CIL) income is allocated to an earmarked reserve.

Assigned to: Finance Committee agenda.

5. Asset register — replacement values

The council should record a replacement value for all items on the asset register, to ensure adequate insurance cover and effective asset management.

***Assigned to: Finance Committee agenda**, with the item likely to be actioned in practice by the Clerk, but tracked via Finance Committee.*

6. Annual physical asset checks

The council should ensure a physical check of assets is carried out at least annually, ideally alongside a health and safety assessment, to inform future budgets and support a planned programme of asset repair and replacement.

***Assigned to: Finance Committee agenda, likely actioned by the Clerk/office.*

7. Asset register reconciliation and supporting detail

The asset register should be supported by a reconciliation of additions, disposals and adjustments each year, to provide a clear audit trail and ensure the accuracy of the figure reported in AGAR Section 2, Box 9. The asset register should also be supported by underlying detail where required, providing a clear breakdown of grouped assets so that each item can be identified and evidenced appropriately.

***Assigned to: Finance Committee agenda**, actioned by the Clerk/office.*

8. Insurance company — up-to-date asset register

The council should provide the insurance company with an up-to-date copy of the asset register, to ensure all assets are adequately insured.

***Assigned to: Finance Committee agenda**, actioned by the Clerk.*

9. Procurement/contract transparency publication

Procurement and contract details for contracts and services exceeding £5,000 should be published on the website, in accordance with the publication requirements set out in the Transparency Code.

Assigned to: Finance Committee agenda.

10. Publication of local authority land data

This recommendation concerns publishing data on local authority land, including identifying characteristics such as street numbers and postcode/map reference. Andy Bell's personal view was that this is not necessary, noting the council holds very few qualifying assets (possibly with one exception).

***Assigned to: No action** — not considered relevant/necessary by the Chair.*

11. Grant information publication

The council should publish grant information in accordance with the application requirements set out in the Transparency Code. For each identified grant, a minimum set of information must be published (as listed in the code).

***Assigned to: Finance Committee agenda**, likely actioned by the Clerk/office.*

12. IT and cyber security policy update

The council should update its IT and cyber security policy to ensure it reflects the requirements of the relevant practitioners' guide. The revised policy should clearly state that council email accounts must be used for all official business, and should include security requirements for the use of personal devices and personal email accounts when carrying out council work. The council may wish to refer to the example IT policy in the practitioners' guide or the NALC template when updating its policy.

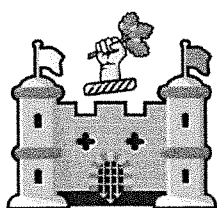
***Assigned to: Helen's Technology Group** (same group as item 2).*

Summary Table

#	Recommendation title	Owner
1	Market service transfer risk	Market Committee
2	Email/data risk, business continuity, and email migration	Helen's Technology Group
3	Medium-term strategic and financial planning	Strategy and Audit Group
4	Reserves policy — CIL income	Finance Committee agenda (Clerk/office)
5	Asset register — replacement values	Finance Committee agenda (Clerk/office)
6	Annual physical asset checks	Finance Committee agenda (Clerk/office)
7	Asset register reconciliation and supporting detail	Finance Committee agenda (Clerk/office)
8	Insurance company — up-to-date asset register	Finance Committee agenda (Clerk/office)
9	Procurement/contract transparency publication	Finance Committee agenda
10	Publication of local authority land data	No action
11	Grant information publication	Finance Committee agenda (Clerk/office)
12	IT and cyber security policy update	Helen's Technology Group

Notes

- Items 4–9 and 11 are all tracked via the Finance Committee agenda, with day-to-day actioning expected to fall to the Clerk/office.
- Item 10 was raised for discussion but the Chair's view was that it does not apply, given the council holds very few qualifying assets.
- No other attendees or decisions were recorded in the transcript beyond the ownership assignments above.



Knaresborough

Town Council

KNARESBOROUGH TOWN COUNCIL - APPLICATION FOR FUNDING

(Please ensure you read the accompanying guidance notes and attach all relevant documentation)

Application Summary:

Name of organisation/individual*	1953 Knaresborough Squadron Air Cadets
Primary Contact regarding application:	Claire Greathead
Address:	Knaresborough Cadet Centre, Halfpenny Lane, Knaresborough, North Yorkshire HG5 0TG or HG5 0PS
Telephone number:	01453 867 367
Email address:	Chair.1953@rafac.mod.gov.uk
Project/Event title:	Branded Gazebos for the support of the Air Cadets during Community events.
Total cost of project:	£1500
Amount of grant requested from KTC	£1500
Date of Application	13 October 2026

The Applicant:

What is the main purpose of your organisation?	The main purpose of the Royal Air Force Air Cadets (RAFAC), is to built around 3 core aims; 1, Aviation interest, 2, Life and service skills and 3, Citizenship and Adventure
How many years has your organisation been in existence?	The Air Cadets was formed on the 5 th February 1941
If your organisation run by a Committee? If yes, how many Committee members?	Yes, we have a civilian committee that overseas the finance and welfare of the cadets. We currently have 5 committee members but are recruiting for more.
If your organisation is a club with membership, please provide the following details: Membership - Number of adult members: Number of junior members: Does your club charge for membership? If yes, please provide details of the membership scheme and charges applicable	There are 5 members of staff. There are 5 Civilian Committee members There are 30 cadets. The air cadets charge the cadets £15 a month for subscription which pays for insurance and activities.

What activities are available for members? Can anyone join your organisation or is it by invitation only? If yes, please give details	Flying, Gliding, Shooting, Adventure Training, First Aid, Duke of Edinburgh, Community Events, Cadet competitions, sports, leadership and skills. Yes anyone aged 13 to 18 years old can join the air cadets. The prospective cadet with their parent/carer just attend a squadron open day and complete the forms.
Is your club affiliated to any national organisation? Please list any affiliations	Knaresborough Air Cadets is part of the Royal Air Force Air Cadets
Does your service/project involve work with children, young people under the age of 18 or vulnerable adults? Yes ☒ No ☐	If yes, as a minimum we expect you to: • have safeguarding policies in place that are appropriate to your organisation's work and the project you are asking us to fund • review your safeguarding policies at least every year • complete a rigorous recruitment and selection process for staff and volunteers who work with children, young people or vulnerable adults, including checking criminal records and taking up references • check criminal records at least every three years • follow statutory or best practice guidance on appropriate ratios of staff or volunteers to children, young people or vulnerable adults • provide child protection and health and safety training or guidance for staff and volunteers • carry out a risk assessment, if appropriate • secure extra insurance cover, if appropriate Does your organisation meet these requirements: Yes ☒ No ☐

The Project/Event/Individual's role:

Brief description of scheme	Funding is requested to purchase two 3 m × 3 m pop-up gazebos, complete with side and rear panels, weights for safe use on hard surfaces, and branded materials to increase the visibility and recognition of the Air Cadets at events.
What are the aims of the project/event?	The gazebos will provide essential shelter for cadets and volunteers during community events, helping activities continue safely and comfortably in changeable weather. Two smaller gazebos offer greater flexibility than one large structure: they can be used separately at different locations or joined together when space allows. The branded design will make the Air Cadets more visible and recognisable, supporting recruitment and community engagement. The gazebos will also protect fundraising stalls, including the sale of sweets, water and programmes at the Bed Race, helping to generate vital funds for cadet activities.

What benefit will the award bring to the Knaresborough Community and number of residents directly benefitting?	The gazebos will provide a safe, sheltered base for cadets at community events—including the Bed Race, Knaresborough Fireworks, Colour Run and Poppy Installation—protecting them from changeable weather, supporting their wellbeing and enabling them to participate for longer. This will increase the Air Cadets' visibility in the community, create more opportunities to engage with local people and potential recruits, and strengthen the squadron's contribution to local events.
Does your organisation have the ability to meet new community needs, and if so, how?	Knaresborough Air Cadets help meet an established community need by providing young volunteers to support a wide range of local events and civic activities. Their current contribution includes Bright Friday, the Christmas Market and Sunday clean-up, the Bed Race, the Remembrance Day Parade, poppy selling, the poppy installation at Castle Top, Knaresborough Fireworks, the Colour Run and Community Day. Supporting these activities strengthens local events, promotes civic pride and gives young people valuable opportunities to serve and connect with their community. The squadron will continue to review new opportunities so that cadets can respond to emerging local needs and extend their contribution where it will have the greatest benefit.
What, if any, are the environmental benefits of your project and how will sustainability be addressed from a climate change perspective.	Investing in durable, reusable gazebos will provide long-term shelter that enables cadets to participate safely as climate change increases the likelihood of unpredictable and severe weather. Their robust construction will reduce the need for disposable or frequently replaced temporary shelters, minimising waste and offering a sustainable, cost-effective resource for community events over many years.
What will be the quality and effectiveness of service provided through the use of this grant	The branded gazebo will provide a professional, highly visible and dependable base from which cadets can deliver activities at community events. By clearly identifying the squadron, protecting equipment and providing an organised space for engagement, recruitment and fundraising, it will improve the consistency, quality and effectiveness of the service offered to event organisers and the wider community.
If the application is for an annual or recurring local event, please answer the following additional questions: 1. For how many years has the event run 2. Attendance Attendance at last event? Anticipated attendance at planned Event?	The application is for a one off payment but the gazebos will be used for many of the long running events listed and not for a single event. Bright Friday, the Christmas Market and Sunday clean-up, the Bed Race, the Remembrance Day Parade, poppy selling, the poppy installation at Castle Top, Knaresborough Fireworks, the Colour Run and Community Day.
Give a summary of the activities your organisation has achieved during the last year. If you are a new organisation please indicate activities you wish to undertake.	Cadets have made a sustained contribution to the local community by supporting Bright Friday, the Christmas Market and Sunday clean-up, the Bed Race, the Remembrance Day Parade, poppy selling, the poppy installation at Castle Top, Knaresborough Fireworks, the Colour Run and Community Day.

	Alongside this community service, cadets have completed weekend and week-long camps, participated in flying, gliding and shooting, and gained recognised qualifications in cyber skills, radio communications, first aid, the Duke of Edinburgh's Award and adventure training. The squadron's achievements also include a cadet completing an appointment as a Lord-Lieutenant's Cadet and representing the organisation alongside the Lord-Lieutenant during the King's visit to Castle Top. Together, these activities demonstrate a strong and established record of delivery. They have enabled young people to develop practical skills, confidence, leadership and civic responsibility while providing visible, reliable support to community events. This evidence of achievement shows that further funding will build on proven success and help the squadron extend its positive impact for cadets and the wider community.
Why do you think the Council should support this event/project?	Council support will enable current and future Air Cadets to participate safely and consistently in community events by providing reliable shelter from inclement weather. This investment will help sustain a proven youth service that develops confidence, leadership and civic responsibility while supplying dependable volunteers for local events. Funding the gazebos will therefore deliver visible, long-term value for the council by strengthening community participation, supporting young people and increasing the squadron's capacity to contribute across Knaresborough.

Project/Event planning

Date that you propose to commence the project or hold the event.	The next event will be Knaresborough Community Day
Does the project or event require permission from North Yorkshire Council? If yes, what is the status of your application to them (not yet submitted/submitted not determined/granted)	The community events attended by the cadets are organised and managed by independent local organisations. The Air Cadets provide valuable supporting assistance, contributing volunteers, visibility and practical help to strengthen the successful delivery of each event.

Financial Details

Estimated total cost (including any fees)	£1500
Contribution from your funds:	£0
Contribution from other organisations (please specify)	£0
Does the estimated total cost of the project/event include payments in kind, eg free labour/materials etc. If yes, please estimate value of contribution	No

Check List:**Please tick:**

I have read and agreed your terms and policies	√
I agree to provide feedback to the Town Council if my application is approved, including publicity	√
I enclose the following documents to support my application: Latest financial accounts Set of rules by which my organisation runs Other supporting information Permissions, if appropriate, from North Yorkshire Council	https://www.raf.mod.uk/aircadets/ Gazebos like https://www.galitent.co.uk/gazebos/3mx3m-black-popup-gazebo-pro50 Or https://surfturf.co.uk/shop/shelters/canopro-elite/3m-x-3m-4/?attribute_pa_colour=black&attribute_pa_shelter-package=full-package-459

*** Applications will be considered from individuals looking to improve their specific skills in support of their contribution to the voluntary sector in Knaresborough.**

Declaration:

I hereby declare that I have the authority to submit this application on behalf of the organisation or individual detailed above and that to the best of my knowledge and belief the information given on this application form, and in any supporting material, is correct. I understand that you may request additional information at any stage of the application process.

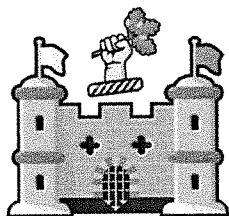
Signed:



Name of Signatory: Claire Greathead

Position: Chair of the Civilian Committee

Date: 13 October 2026



Knaresborough

Town Council

KNARESBOROUGH TOWN COUNCIL - APPLICATION FOR FUNDING

(Please ensure you read the accompanying guidance notes and attach all relevant documentation)

Application Summary:

Name of organisation/individual*	Knaresborough & District Chamber of Trade
Primary Contact regarding application:	Peter Lacey
Address:	c/o 8 Castlegate, Knaresborough, HG5 8AR
Telephone number:	07834 209461
Email address:	peter.lacey@knaresboroughchamber.org
Project/Event title:	Community Wealth Building/Knaresborough Business Anchor Network
Total cost of project:	£12,000 for 12 months project costs Jan 26 – Dec 27
Amount of grant requested from KTC	£2,500
Date of Application	12 th October 2026

The Applicant:

What is the main purpose of your organisation?	To support local businesses and work to improve the town in the interest of traders.
How many years has your organisation been in existence?	30+
If your organisation run by a Committee? If yes, how many Committee members?	4
If your organisation is a club with membership, please provide the following details: Membership - Number of adult members: Number of junior members: Does your club charge for membership? If yes, please provide details of the membership scheme and charges applicable	Businesses are members, currently c.20 in total, plus supporters that represent both businesses and community groups in the town numbering c.60. There is a small charge of £60 per member pa to cover essential admin, insurance etc.

What activities are available for members? Can anyone join your organisation or is it by invitation only? If yes, please give details	Network meetings and lobbying on behalf of businesses with NYC, working with other town groups to improve the town. Any business can join.
Is your club affiliated to any national organisation? Please list any affiliations	No.
Does your service/project involve work with children, young people under the age of 18 or vulnerable adults? Yes ☐ No ☒	If yes, as a minimum we expect you to: • have safeguarding policies in place that are appropriate to your organisation's work and the project you are asking us to fund • review your safeguarding policies at least every year • complete a rigorous recruitment and selection process for staff and volunteers who work with children, young people or vulnerable adults, including checking criminal records and taking up references • check criminal records at least every three years • follow statutory or best practice guidance on appropriate ratios of staff or volunteers to children, young people or vulnerable adults • provide child protection and health and safety training or guidance for staff and volunteers • carry out a risk assessment, if appropriate • secure extra insurance cover, if appropriate Does your organisation meet these requirements: N/A Yes ☐ No ☐

The Project/Event/Individual's role:

Brief description of scheme	Chamber obtained £10k funding from Shared Prosperity funding through NYC to develop a Community Wealth Building project that would engage with larger businesses in the District to drive economic, social and environmental benefit for the whole town. The goal is to establish a Knaresborough Business Anchor Network (KBAN) to work alongside community anchors such as King James School, Chain Lane Community Hub and Knaresborough Town Football Club.
What are the aims of the project/event?	To develop projects with larger employers in the District to encourage things like local spend, uptake of environmental projects and volunteering opportunities for staff.
What benefit will the award bring to the Knaresborough Community and number of residents directly benefitting?	The project will increase local spend from medium to larger businesses in the area as well as link their employees into the local community through volunteering.
Does your organisation have the ability to meet new community needs, and if so, how?	N/A

What, if any, are the environmental benefits of your project and how will sustainability be addressed from a climate change perspective.	The project is already undertaking feasibility studies with both business and community anchor organisations through the involvement of Knaresborough Community Energy.
What will be the quality and effectiveness of service provided through the use of this grant	We have recruited a highly experienced project manager who is ensuring robust and sustainable relationships that will bear fruit in both the medium and longer term.
If the application is for an annual or recurring local event, please answer the following additional questions: 1. For how many years has the event run 2. Attendance Attendance at last event? Anticipated attendance at planned Event?	N/A.
Give a summary of the activities your organisation has achieved during the last year. If you are a new organisation please indicate activities you wish to undertake.	Chamber manages the Town Cryer, has successfully delivered a project on town connectivity through Shared Prosperity Funds, has run late night shopping pre-Christmas, maintains the town maps in prominent positions, campaigning for and working with Market Traders...
Why do you think the Council should support this event/project?	We are asking for a contribution to the second-year funding alongside other means of funding that should ultimately lead to a sustainable funding model in future years. The project is designed to deliver economic, social and environment benefits to the people of Knaresborough.

Project/Event planning

Date that you propose to commence the project or hold the event.	Project ongoing, funding requested for year 2 costs from January 2027.
Does the project or event require permission from North Yorkshire Council? If yes, what is the status of your application to them (not yet submitted/submitted not determined/granted)	No permissions required, although NYC has funded Year 1 and is being asked for a contribution to Year 2 funding.

Financial Details

Estimated total cost (including any fees)	£12,000
Contribution from your funds:	Funding will come from increased Chamber membership fees, sponsorship and income generation from KBAN projects where relevant.
Contribution from other organisations (please specify)	We are making a parallel request to North Yorkshire Council for a sum of £6,000.

Does the estimated total cost of the project/event include payments in kind, eg free labour/materials etc. If yes, please estimate value of contribution	The total cost does not include a significant amount of volunteer time given to run Chamber on a day to day basis which is undertaken without any remuneration.
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Check List:
Please tick:

I have read and agreed your terms and policies	Yes
I agree to provide feedback to the Town Council if my application is approved, including publicity	Yes
I enclose the following documents to support my application: Latest financial accounts Set of rules by which my organisation runs Other supporting information Permissions, if appropriate, from North Yorkshire Council	

*** Applications will be considered from individuals looking to improve their specific skills in support of their contribution to the voluntary sector in Knaresborough.**

Declaration:

I hereby declare that I have the authority to submit this application on behalf of the organisation or individual detailed above and that to the best of my knowledge and belief the information given on this application form, and in any supporting material, is correct. I understand that you may request additional information at any stage of the application process.



Signed:

Name of Signatory: Peter Lacey

Position: Director, Knaresborough Chamber of Trade

Date: 12th October 2026



Is your business in the HG5 area?



Are you a medium to large company with the capacity to give something back to your local community?



Do you want to maximise the benefits of better links into the local employment market and supply chains?

If the answers are yes; we would like to invite you to be a founding member of the Knaresborough Business Anchor Network (KBAN).

KBAN is a new initiative that brings together local businesses and institutions committed to keeping prosperity within our town and building a stronger, fairer future together.

KDC contacts



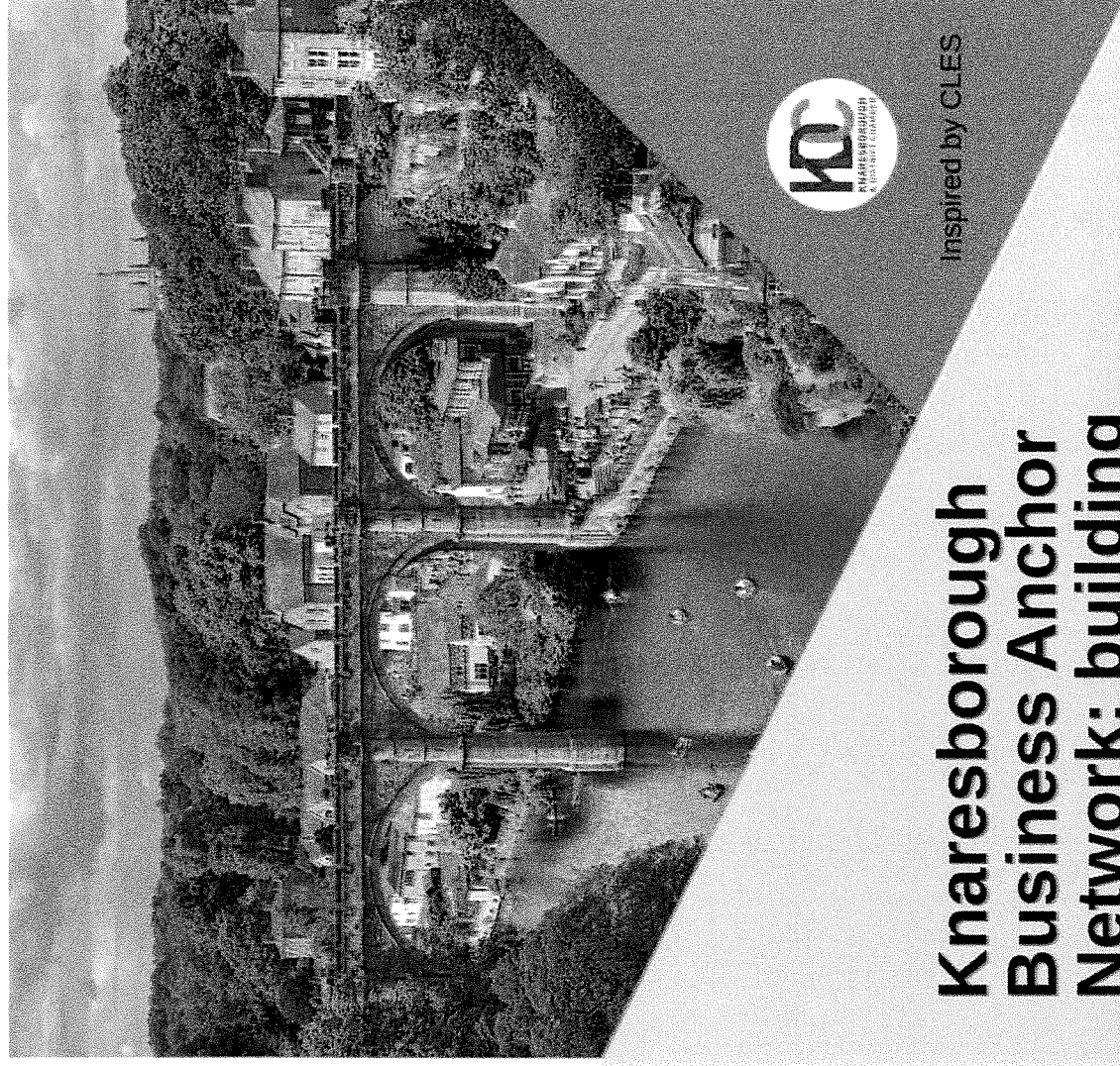
teresa@knaresboroughchamber.org



<https://knaresboroughchamber.org>



Funded by
UK Government



Inspired by CLES

Knaresborough Business Anchor Network: building local prosperity together



YORK
& NORTH
YORKSHIRE
COMBINED AUTHORITY
DAVID
SKAITH
MAYOR

Part-funded by York and North Yorkshire Combined Authority
through the UK government's UK Shared Prosperity Fund

Knaresborough Business Anchor Network

Benefits for your business



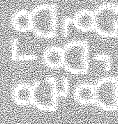
Boost visibility and reputation as a trusted, forward thinking anchor business



Enhance employee engagement and wellbeing through meaningful community involvement



Champion sustainability by supporting a resilient, low-carbon future for Knaresborough



Unlock new opportunities through local procurement and collaboration with schools, charities, and enterprises



Deliver on corporate responsibility by aligning your social and environmental goals with local priorities

Knaresborough's future relies on the vision and leadership of its anchor organisations. By joining forces, your business will gain lasting value while helping to strengthen our town.

Knaresborough Business Anchor Network is founded in the principles of community wealth building; an established approach to local economic development that encourages wealth and opportunities within the local community.

Why it matters

Without a community wealth building approach, we risk greater economic challenges, the loss of vital community facilities, and a less resilient local economy. Together, we can reverse this trend - bringing prosperity back to Knaresborough as a vibrant place to both live and work and securing a brighter future for all.



Contact us today to discuss how you can join the KBAN and help shape a stronger, fairer, and more resilient future for your business and for our community

Knaresborough Business Anchor Network: Phase Two Funding Proposal

1. Purpose of this proposal

This document details the funding required to continue the Knaresborough Business Anchor Network (KBAN) through 2027, enabling the network to build on its early progress and support long-term prosperity across the Knaresborough district.

2. Executive summary

The Knaresborough Business Anchor Network (KBAN) is a community wealth-building partnership that brings together local businesses, community organisations and public-sector representatives to increase economic, social and environmental benefit across the district. Established with £10,000 from the UK Shared Prosperity Fund, the network has created a functioning Steering Group, recruited anchor members and launched an initial programme focused on employment and skills, community support, local procurement, transport and energy.

Phase one is already generating practical benefits. Business anchors are supporting careers activity at King James's School; local procurement work is increasing awareness of nearby suppliers; renewable-energy feasibility studies are progressing; and anchor organisations are identifying new sponsorship and funding opportunities for community groups. An illustrative procurement opportunity linked to Shepley Spring's expansion could generate at least £220,000 in additional local turnover, demonstrating the scale of economic benefit the KBAN can unlock.

A further **£12,000 is required to continue KBAN through 2027**, principally to sustain project management, maintain member engagement, support organisations to participate effectively and move pilots into delivery and evaluation. Continued investment would allow KBAN to protect the relationships and momentum established during phase one, strengthen local capacity, measure community wealth retained in the district, broaden business participation and use the evidence from current pilots to shape a more targeted second phase.

3. Background and phase one delivery

The Knaresborough Business Anchor Network (KBAN) was established to adapt a proven community wealth-building model for the Knaresborough district.

In the third quarter of 2025, Knaresborough & District Chamber of Trade secured £10,000 from the UK Shared Prosperity Fund through North Yorkshire Council. The funding supported the development of KBAN as a pilot, applying a well-established regional community wealth-building model to the HG5 market-town area. The proposal drew on best practice from the Centre for Local Economic Strategies (CLES), which is also contributing through separate work commissioned by North Yorkshire Council.

An initial Steering Group was formed in November 2025, and a part-time Project Manager was appointed to oversee delivery of the programme's set-up phase.

The key objectives of phase one were:

- Recruit and engage medium-to-large commercial businesses as active business anchors.
- Recruit and engage community anchors as active network members.
- Establish KBAN and its Steering Group.
- Identify, assess and prioritise community wealth-building initiatives.
- Engage local communities in shaping the programme.
- Pilot at least two business-anchor initiatives expected to deliver measurable benefits for the district.

The Project Manager has been the principal delivery resource, supported by Chamber volunteers and North Yorkshire Council's Lead Business Advisor.

KBAN membership

KBAN has a simple aim: to build prosperity together. Formally launched in May 2026, the network brings together three member groups:

1. **Business anchors** – medium-to-large businesses able to generate local economic, social and environmental benefits (initial members employ between 400-500 people):
 - Chippendale Foods Limited.
 - Goldsborough Hall.
 - Myton Food Group.
 - Shepley Spring Limited.
 - Radley Home Care.
2. **Community anchors** – key organisations that connect the network with community needs and wellbeing:
 - Chain Lane Community Hub (Chain Lane).
 - King James's School (KJS).
 - Knaresborough & District Chamber of Trade (Chamber).
 - Knaresborough Community Energy (KCE).
 - Knaresborough Connectors (Connectors).
 - Knaresborough Town Football Club (KTFC).
3. **Statutory sector** – public representatives and officers who provide legitimacy, accountability and links to initiatives such as the Neighbourhood Plan and local asset management:
 - Town Councillors – David Goode and Mark Flood.
 - North Yorkshire Council – Business Development and Lead Business Advisor.

4. Initiative selection and phase one priorities

KBAN agreed its initial initiatives after assessing local challenges and opportunities. This assessment will be maintained and used to shape future priorities. Each proposed initiative should:

- Deliver measurable social, environmental or economic benefits.
- Create clear benefits for the Knaresborough district.
- Align with participating anchor organisations' strategies.
- Deliver proportionate impact relative to the effort and cost required.
- Offer potential for wider adoption or expansion.

KBAN has agreed a balanced programme of quick wins, medium-term work to develop and prepare, and longer-term opportunities for further investigation:

- **Employment and skills:** careers fair at KJS; experience of the workplace sessions at KJS; and events focused on business-anchor skills gaps and talent pipelines.
- **Community participation and financial support:** volunteering, sponsorship and support for community initiatives.
- **Local economic benefit:** redirecting more expenditure to local suppliers and businesses.
- **Infrastructure and sustainability:** developing community transport and community energy opportunities.

5. Progress and early impact

KBAN is now firmly established, with a strong foundation of collaboration between business and community anchors.

The programme is building momentum and showing clear early impact in four areas:

Local employment and skills

All business anchors have committed to attend the careers fair at KJS. Community anchors have also helped identify additional participants, creating a broader and more representative range of opportunities for young people. This coordinated approach is strengthening pathways into local employment and raising awareness of careers available within Knaresborough.

Local procurement and economic benefit

Smaller local businesses are beginning to see tangible financial gains from increased local procurement. Business anchors have greater awareness of local suppliers and are gaining practical experience of buying locally, helping to retain more economic value within Knaresborough. A new accommodation focused initiative is about to launch, which is expected to generate further measurable economic benefit over the next six months (see the Appendix for further detail).

Sustainable and community energy

Renewable-energy feasibility work is progressing well with support from Knaresborough Community Energy. The study at KTFC is complete, the KJS assessment is scheduled, and feasibility work with business anchors is being arranged. This coordinated effort is laying the groundwork for future investment in local, sustainable energy solutions.

Community support

Anchor organisations are developing a clearer understanding of community sponsorship and funding opportunities across the district. KJS pupils will select four local not-for-profit organisations to benefit from the school's 2026–27 new house charity scheme, strengthening links between young people and local causes. Work is underway to build upon the Knaresborough Together portal to encourage volunteering across the district.

Most KBAN initiatives remain at development or pilot stage, so it is too early to confirm which will continue beyond the current funding period. However, the project has already created a valuable legacy: stronger relationships, shared understanding and a culture of collaboration. These foundations will make future initiatives easier to deliver and position Knaresborough well for further community wealth-building activity.

With continued management and coordination funding, the network is well placed to sustain this momentum and build long-term prosperity in Knaresborough. This resource is essential to maintain anchor engagement and move initiatives forward effectively.

6. Funding requirement and potential sources

The pilot was made possible by £10,000 from the UK Shared Prosperity Fund. This has primarily funded the Project Manager, who remains the main delivery resource. The remaining £1,800 will sustain the project only until the end of 2026. This covers essential coordination only; without further funding, KBAN activity will pause.

To continue the KBAN through 2027, £12,000 in funding is required.

Cost area	Amount	Purpose
Project management	£10,000	Coordination, engagement, delivery
Promotion & marketing	£2,000	Increase reach, participation, visibility

Potential sources of funds include:

1. Additional North Yorkshire Council grants.
2. Contribution from Knaresborough Town Council.
3. KBAN member contributions.
4. Contributions from local businesses that benefit from KBAN initiatives.

7. Case for continued investment

Phase one runs until December 2026; phase two funding of £12,000 is required to continue the KBAN in 2027.

Why continued funding matters

Funded project management and analysis have been central to KBAN's progress. They provide the structure needed to select appropriate initiatives, assess each pilot robustly and understand how ready local businesses and not-for-profit organisations are to participate.

Continued investment would allow the KBAN to build on its early progress and support long-term prosperity across the Knaresborough district. It will protect the relationships and momentum established during phase one, strengthen local capacity, measure community wealth retained in the district, broaden business participation and use the evidence from current pilots to shape a more targeted second phase.

Building local capacity

The programme has also identified capacity and capability gaps among local organisations. Many need practical guidance before they can take part, particularly where initiatives require new ways of working or presenting their offer. The local procurement initiative, for example, has shown that smaller businesses may need help to define, articulate and promote their services so they can compete for anchor procurement opportunities. This tailored support strengthens local suppliers and increases the likelihood of sustainable, long-term economic benefit.

As initiatives become embedded, significant economic, social and environmental benefits will be realised. The local procurement initiative, in particular, is expected to deliver meaningful economic impact for the district.

Designing realistic and inclusive initiatives

These insights, made possible through funded project management, allow KBAN to design initiatives that are realistic, inclusive and responsive to local need. The benefits can therefore extend beyond anchor organisations into the wider Knaresborough economy. KBAN will also offer similar support to not-for-profit organisations, many of which face the same capacity and readiness challenges as local businesses. Targeted guidance will help them participate fully and maximise the opportunities created through the network.

This all aligns directly with North Yorkshire Council's commitment to inclusive growth and community wealth building.

8. Proposed next steps

Subject to securing further funding for work to continue in 2027, KBAN's priorities from October 2026 are:

Secure sustainable management funding

Ongoing coordination is essential to maintain momentum, sustain anchor engagement and keep initiatives moving forward effectively.

Establish a framework for measuring local wealth and community benefit

A consistent framework will support decision-making, demonstrate the programme's value and enable clear reporting to stakeholders.

Complete and evaluate phase one initiatives

Completing and evaluating the initial pilots will provide the evidence needed to refine the model and identify which initiatives should continue.

Launch the next phase based on evidence

Lessons from phase one will inform a more focused, efficient and impactful programme of future activity.

Broaden business participation

Expanding anchor involvement will strengthen local networks, diversify opportunities and extend the reach of community wealth-building activity.

Publish a clear progress update

An accessible public update will raise visibility, reinforce community confidence and highlight the benefits emerging from the programme.

Appendix

Local procurement: accommodation initiative

A major focus of our local procurement initiative is increasing the use of Knaresborough-based **accommodation and food-and-beverage providers** for business visitors and contractors. KBAN members have committed to prioritising and promoting local suppliers to generate direct economic benefit for the town. The opportunity is significant: from later this month through February, between 20 and 60 contractors will require hotel accommodation — from just one KBAN business member.

Illustrative economic impact

To demonstrate the potential value of this initiative, the following conservative scenario shows the impact for a single KBAN member:

Accommodation: If 20 of these contractors stay in Knaresborough hotels for five nights a week over 20 weeks, at an average rate of £100 per night, the additional local hotel turnover would be **£200,000**.

Additional local spending: At a conservative £10 per contractor per night, spending on food, retail and services would generate a further **£20,000** in local turnover.

Potential KBAN contribution: Redirecting 1% of the combined £220,000 increase in turnover to KBAN would generate **£2,200** to reinvest in initiatives benefiting the wider community.

Approach

Our approach centres on encouraging contractors and visitors to stay in Knaresborough by offering exclusive KBAN discounts through large local accommodation providers. Once here, their wider spending naturally supports independent hospitality venues, retailers and service businesses. Additional spend will come from:

- **Targeted promotion** of local businesses through KBAN, and
- **The simple fact that people staying in Knaresborough spend money in Knaresborough.** Bring them here, and the wider economic uplift follows.

For larger chains, and ideally for all promoted providers, we are exploring mechanisms for returning a small proportion of the increased turnover to KBAN to fund community projects. This reflects the core principles of community wealth building. Even without this contribution, the wider economic benefit to the town remains significant.

Key dates

We are working to the following high-level plan (subject to funding), based on an iterative cycle of preparation, launch, measurement and refinement, with new partners added as the initiative expands.

- Accommodation:
 - Preparation: Engage local accommodation providers to agree discounts, booking processes, KBAN contribution mechanisms, and reporting – in progress.

- **Launch: Issue preferred accommodation list** to KBAN businesses for immediate use – **16th October 2026**.
- Measure: track uptake, feedback and economic impact - ongoing. Leading into:
 - Initiative refinement as required.
 - Financial benefit: contribution from accommodation providers to support KBAN and community projects – tbc.
- Wider local businesses – targeted promotion:
 - Preparation: Engage local businesses, agree promotion methods, any KBAN funding mechanism and reporting – in progress
 - **Launch – 2nd November 2026 for first tranche**
 - Measure: track uptake, feedback and economic impact - ongoing. Leading into:
 - Initiative refinement as required.
 - Financial benefit.
- Final review and decision - **March 2027**.