



Skipton Town Council

Date: Thursday 12th May 2022

To: All Members of Skipton Town Council

Dear Councillors,

You are summoned to the ANNUAL MEETING OF SKIPTON TOWN COUNCIL which will be held in the Council Chamber at **Town Hall, High Street on Thursday 19th May 2022 at 19.00pm**

Yours sincerely,

A handwritten signature in black ink that reads 'L. Close'.

Mrs Louise Close

Clerk to the Council

louise@skiptontowncouncil.gov.uk

www.skiptontowncouncil.gov.uk

Note: Members of the public and press are invited to attend the meeting as observers. Only Councillors are entitled to vote at the meetings. A list of Councillors is available on the Council's website

The meeting is open to the public by virtue of the Public Bodies (Administration to Meetings)

Act 1960 s1, and The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

SKIPTON TOWN COUNCIL
19th May 2022 19.00pm

A copy of the agenda is available in larger print upon request.

A G E N D A

1. Election of Mayor for the 2022/2023 Civic Year

2. Mayor's Declaration of Acceptance of Office

3. Mayor's remarks

4. Election of Deputy Mayor for the Civic Year 2022/2023

5. Apologies for Absence

To accept the reason(s) for the absence of any Members from the meeting.

6. Disclosures of Interest

To receive any disclosable pecuniary interests from members on matters to be considered at the meeting. The disclosure should include the nature of the interest and be registered with the monitoring officer within 28 days. Members are to ensure that their Register of Interests form is kept up to date with the CDC Monitoring Officer.

7. Dispensations

To decide upon any dispensation requests from members received by the Clerk in respect of this meeting.

8. Approval of Full Council Minutes

To approve the Minutes from the Full Council Meeting held on the 17th March 2022

9. Reports and Minutes from Committee and Sub committees Meetings

To accept the minutes of the following committee meetings (Councillor Shared drive):

- Public Services Committee 6th January 2022
- Planning Committee 13th January 2022
- Market Committee 9th February 2022
- Public Services Committee (Extra ordinary meeting) 10th February 2022
- Finance and Policy Committee 17th February 2022

10. Standing Orders

To resolve to adopt the Standing Orders

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11. Financial regulations

To adopt and approve the Council's Financial Regulations

12. Code of Conduct

To adopt the Code of Conduct.

13. Delegation Arrangements under Local Government Act 1972 s101

To resolve that the delegation arrangement made under the Local Government Act 1972 s101 gives delegated powers in relation to all business matters for the following standing committees: Finance & Policy, Audit & Complaints, Public Services, Planning, Events & Tourism, Market and Management & Staffing.

14. Membership of the Finance & Policy Committee

To appoint the membership of the Council's Committee: Finance & Policy

15. Chairman of Finance & Policy

To appoint the Chairman of the Finance & Policy Committee

16. Membership of the Audit & Complaints Committee

To appoint the membership of the Council's Committee: Audit & Complaints

17. Chairman of Audit & Complaints Committee

To appoint the Chairman of the Audit & Complaints Committee

18. Membership of the Public Services Committee

To approve the membership of the Council's Committee: Public Services

19. Chairman of Public Services Committee

To appoint the Chairman of the Public Services Committee

20. Membership of the Planning Committee

To appoint the membership of the Council's Committee: Planning Committee

21. Chairman of Planning Committee

To appoint the Chairman of the Public Services Committee

22. Membership of the Events & Tourism Committee

To appoint the membership of the Council's Committee: Events & Tourism Committee

23. Chairman of Events & Tourism Committee

To appoint the Chairman of the Events & Tourism Committee

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24. Membership of the Market Committee

To appoint the membership of the Council's Committee: Market Committee

25. Chairman of Market Committee

To appointment the Chairman of the Market Committee

25. Membership of the Management & Staffing Committee

To appoint the membership of the Council's Committee: Management & Staffing Committee

26. Chairman of Management & Staffing Committee

To appointment the Chairman of the Management & Staffing Committee

26. Terms of Reference

To confirm the Terms of Reference for the Council's Committees: Finance & Policy, Audit & Complaints, Public Services, Planning, Events & Tourism, Market and Management & Staffing.

27. Approval of Representatives on Outside Bodies

To appoint and approve representation on outside bodies

28. John Rimington Trust

To appoint two trustees to the John Rimington Trust

29. YLCA Representatives

To appoint up to two councillors to attend the YLCA Branch meeting in their area and to represent the council as voting representatives at those meetings

30. Policies and Procedures

To approve and adopt the Council's Policies and Procedures

31. Co-option of two Councillors for West Ward

To approve the process for the co-option of two Councillors for West Ward.

32. Meeting Dates for Full Council and Committees 2022/23

To approve the proposed meeting dates for 2022/23

33. NALC Council Award Scheme

To note the intention to apply for a Quality Award under the Local Council Award Scheme

34. Public Participation

The next meeting of the Full Council is 14th July 2022