



Skipton Town Council

Tuesday 7th March 2023

All Members of the Finance & Policy Committee

Dear Councillors W Feather, C Harbron, R Heseltine, A Higgins, R Judge, P Madeley, K McIntyre and C Nash

You are hereby summoned to attend the next ordinary meeting of the **Finance & Policy Committee** which will be held in the Council Chamber at Skipton Town Hall, High Street, Skipton, on Wednesday 15th March 2023 at 6.30pm.

The Local Government (Electronic Communications) (England) Order 2015 Para 2, amended LGA 1972

Yours sincerely,

Mrs Louise Close

Clerk to the Council

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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 exercises the General Power of Competence (Localism Act 2011)

A Copy of this agenda is available in larger print on request

2223/065 ITEM 1 – Chairmans Remarks

2223/066 ITEM 2 – Apologies for Absence

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

2223/067 ITEM 3 – 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.

2223/068 ITEM 4 – Dispensations

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

2223/069 ITEM 5 – Representations from public

Invitation for members of the public to address the meeting. Each member of the public is entitled to speak for 3 minutes.

Questions / observations from members of the public

2223/070 ITEM 6 – Minutes of the previous meeting

To resolve to approve the minutes of the Finance & Policy Committee held on the 15th December 2022

2223/071 ITEM 7 – Chief Officers Update from the previous meeting

To receive and note the Chief Officers update

2223/072 ITEM 8 – Budget

To receive and note the budget report to date.

To make any recommendations for virements if required.

2223/073 ITEM 9 – Community Grants Scheme

To consider a community small grants scheme, even if this means a small rise in precept in 2024- Item requested by Cllr Nash

2223/074 ITEM 10 - Policies

To approve the following updated policies and new Tree Policy for recommendation to Full Council.

- Play Area Inspection and Maintenance
- COSHH Policy
- PPE Policy
- Working at Height Policy
- Tree Policy

2223/075 ITEM 11 – Remit of Committees

To review the remit of the Council's Committee and consider recommendations to Full Council

2223/076 ITEM 12 – Market Lease

To accept the legal costs of £1300 plus VAT for the renegotiation of the Market Lease.

2223/077 ITEM 13 – The Exclusion of the press and public.

The Committee and its sub-committees will be considering business of a confidential nature, and the press and public will therefore be excluded by resolution from meetings (Public Bodies Admissions to Meetings Act 1960, s1 [2]).

2223/078 ITEM 14 - Administration Staffing Costs

To review total Administration staffing costs over the past 5 years (2018, 2019, 2020, 2021 plus the budget for 2022) and how these relate to the overall revenue and capital spend and income of the Council over those years and to consider whether our Admin staffing reflects the amount of Admin needed for the spend.

2223/079 **ITEM 15- Notification of Business for a Future Agenda**

The Clerk should be given seven clear days' notice of items for the agenda of the next meeting although the absolute statutory minimum notice period is three clear days.

Next Meeting 20th April 2023