



Skipton Town Council

Minutes of the Ordinary Parish Meeting of Skipton Town Council held in the Council Chambers on Thursday 17th March 2022 at 7.00pm

Those Present:

Chairman: Councillor K McIntyre (Mayor)

Councillors: Councillor D Shaw, Councillor T Barrett, Councillor S Bentley, Councillor J Dawson, Councillor C Nash, Councillor E Jaquin, Councillor Bell, Councillor Madeley, Councillor Nash, Councillor R Judge & Councillor R Mahmood

Officers:

Mrs L Close (Chief Officer), Mrs J Dean (Deputy Clerk)
Mrs H Marshall (Finance Manager)

2021/095 ITEM 1 – Mayors remarks

Councillor K McIntyre expressed our thoughts to the people of Ukraine and to thank the residents of Skipton for all their volunteering for the people fleeing their country.

She had attended Skipton Music Festival where she enjoyed an evening listening to young musicians and she was also invited to St Andrews church for Skipton's part of International Day of Prayer.

2021/096 ITEM 2 – To accept apologies for absence.

Councillor Hickman, Heseltine and Feather who all had prior engagements – accepted

Councillor D Painter was absent

2021/097 ITEM 3 – Disclosures of Interest

None declared.

2021/098 ITEM 4 – Dispensations Requests

None received.

2021/099 ITEM 5- Representations from the public

None present.

2021/100 ITEM 6 - Minutes of the Previous Meeting

Proposed by Councillor P Madeley

Seconded by Councillor A Solloway

RESOLVED that the minutes of the Full Council meeting held on 20th January 2022 be accepted as a true and accurate record. (*unanimous*)

2021/101 ITEM 7 - Reports and Minutes from Committees and Sub Committees

The following reports and minutes were accepted and were uploaded to the Councillor shared drive.

- Audit and Scrutiny 8th July 2021
- Events and Tourism 30th September 2021
- Market Committee 11th August 2021
- Planning Committee 21st October 2021

- Finance and Policy 14th October 2021
- Market Committee 17th November 2021
- Events and Tourism 20th November 2021
- Events and Tourism 2nd December 2021
- Audit and Scrutiny 9th December 2021

- 2021/102** **ITEM 8 – Matters arising from previous committees**
 It was confirmed that clarification was still to be given from DBS service regarding the legal requirements and levels of DBS checks for market traders. It was confirmed that the Estates team were in the process of completing their checks.
- 2021/103** **ITEM 9 – Presentation from Skipton BID**
 The BID manager, Sarah Howsen gave a presentation of Skipton BID
- 2021/104** **ITEM 10 – Sustainability Goals**
 The Chief officer gave the members an update of the Sustainability goals and actions that had taken place in the office. This gave results of at least 50% less usage of paper and ink along with other key savings.
- 2021/105** **ITEM 11 – Outside Bodies**
 Proposed by Councillor P Madeley
 Seconded by Councillor E Jaquin
RESOLVED that written reports from representatives on outside bodies would be given prior to the full council meeting and that this item would be a standing item on the agenda with an opportunity for questions to be asked.
- 2021/106** **ITEM 12 – Finance Matters**
 Proposed by Councillor A Solloway
 Seconded by Councillor J Dawson
RESOLVED that the bank reconciliation and financial reports are received, accepted, and noted. *(unanimous)*
- 2021/107** **ITEM 13 – Information Technology system**
 A request was asked at the last meeting by Councillor Feather to resolve for the Chief officer to produce a report on the new IT system and how to gather historical information of salary, overtime, expenses, and past expenditure. Councillor Barrett advised that he did not understand why this request was needed. Councillor Madeley spoke in length about this matter and Councillor Dawson advised that an investigation had been commissioned and historical information should not be looked at again.
 Proposed by Councillor J Dawson
 Seconded by Councillor P Madeley
RESOLVED that this item be disregarded and not actioned. *(unanimous)*
- 2021/108** **ITEM 14 – Whistleblowing Telephone Line**
 The Chief Officer confirmed that she had investigated the possibility of having a dedicated telephone line for whistleblowing and it was not possible to find one. She also confirmed that Skipton Town Council Whistleblowing policy mirrors Craven District Council policy and follows the NALC recommendation.

