



Skipton Town Council

Minutes of the Annual Meeting of Skipton Town Council held in the Council Chambers on Thursday 19th May at 7.00pm 2022

Those Present.

Chairman: Councillor K McIntyre (Presiding Mayor)

Councillors: Councillor Morgan, Councillor Feather, Councillor Bentley, Councillor Mcdaid, Councillor Judge, Councillor Madeley, Councillor Higgins, Councillor Courcier, Councillor A Heseltine, Councillor R Heseltine, Councillor Harbron, Councillor Noland, and Councillor Nash

Officers: Mrs L Close (Chief Officer), Mrs J Dean (Deputy Clerk)
Mrs H Marshall (Finance Manager) Miss H Corrigan (Events Manager)

Reporter from the Craven Herald
3 members of the public

2022/001 ITEM 1 – Election of Mayor for the 2022/2023 civic year

Councillor C Nash
No votes

Councillor R Judge
7 votes

Councillor K McIntyre
6 votes

RESOLVED that the presiding mayor was not called to use her casting vote and Councillor R Judge was elected Town Mayor for 2022/23

2022/002 ITEM 2 – Mayors Declaration of Acceptance of Office

Read and signed at the meeting

2022/003 ITEM 3 – Mayor's Remarks

Councillor R Judge read out a brief statement

2022/004 ITEM 4 – Election of Deputy Mayor for the Civic Year 2022/2023

Councillor P Madeley – withdrew

Councillor C Nash
6 Votes

Councillor S Bentley
7 Votes

RESOLVED that Councillor S Bentley is elected Deputy Mayor for 2022/23

- 2022/005** **ITEM 5 - To accept apologies for absence.**
All present
- 2022/006** **ITEM 6 – Disclosures of Interest**
None declared.
- 2022/007** **ITEM 7 – Dispensations Requests**
None received.
- 2022/008** **ITEM 8- Approval of Full Council minutes**
Proposed by Councillor P Madeley
Seconded by Councillor S Bentley
RESOLVED that the minutes of the Full Council meeting held on 17th March 2022 are a true and accurate record of the meeting.
- 2022/009** **ITEM 9 - Reports and Minutes from Committees and Sub Committees**
The following reports and minutes were accepted and are uploaded to the Councillor shared drive prior to the meeting.
- 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
- 2022/010** **ITEM 10 – Standing Orders**
Councillor Madeley advised that the Standing Orders were the most important part of running the Council and he felt that a review of the Standing orders was appropriate for a future meeting and agenda now a new Council was in office.
- Councillor Heseltine advised the Chief Officer that he thought Standing Order 5i, that the Current Mayor was not presiding at the meeting, and he asked for the Chief Officer to write to him to clarify if this was the case or not.
- Councillor C Nash advised that items, jx, xii and xv were not used for this meeting and should be deleted from the Standing Orders. The Chief Officer confirmed items in bold were statutory requirements and these items were not and were not needed to be decided upon therefore they were not on the agenda.
- Proposed by Councillor C Nash
Seconded by Councillor D Noland
RESOLVED to remove these items from Standing Orders
- 2022/011** **ITEM 11 – Financial Regulations**
RESOLVED to adopt the financial regulations
- 2022/012** **ITEM 12 – Code of Conduct**
RESOLVED to adopt the Code of Conduct
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- 2022/013** **ITEM 13 – Delegation Arrangements under Local Government Act 1072, s101**
 Councillor Nash proposed that she would like to dissolve Management and Staffing Committee and for all staffing matters to be placed back with Finance and Policy Committee.
 Proposed by Councillor C Nash
 Seconded by Councillor P Madeley
RESOLVED to move the above amendment
- RESOLVED** to form the following Committees of the Town Council.
Finance and Policy
Audit, Scrutiny and Complaints
Public Services
Planning
Events & Tourism
Market
- 2022/014** **ITEM 14 – Membership of the Finance & Policy Committee**
RESOLVED – Councillor Madeley, Councillor Nash, Councillor Higgins, Councillor Heseltine, Councillor McIntyre, Councillor Feather, Councillor Judge and Councillor Harbron.
- 2022/015** **ITEM 15 – Chairman of Finance and Policy**
 Proposed by Councillor Madeley that Councillor Nash is Chairman of this committee. **RESOLVED**
- 2022/016** **ITEM 16 –Membership of the Audit, Scrutiny and Complaints Committee**
RESOLVED – Councillor McDaid, Councillor A Heseltine, Councillor Bentley, Councillor Noland, Councillor Morgan, and Councillor Courcier.
- 2022/017** **ITEM 17 – Chairman of Audit Committee**
 Proposed by Councillor Madeley that Councillor McDaid is Chairman of this Committee. **RESOLVED.**
- 2022/018** **ITEM 18 – Membership of the Public Services Committee.**
RESOLVED – Councillor Morgan, Councillor McDaid, Councillor Madeley, Councillor Heseltine, Councillor McIntyre, Councillor Harbron, Councillor Nash, Councillor Judge and Councillor Courcier
- 2022/019** **ITEM 19 – Chairman of Public Services Committee**
 Proposed by Councillor Heseltine that Councillor McIntyre is Chairman of this Committee. **RESOLVED.**
- 2022/020** **ITEM 20 – Membership of the Planning Committee**
RESOLVED – Councillor A Heseltine, Councillor S Bentley, Councillor D Noland and Councillor M Courcier plus 2 further members when co-opted
- 2022/021** **ITEM 21 – Chairman of the Planning Committee**
 Proposed by Councillor Nash that Councillor Noland is Chairman of this Committee. **RESOLVED.**

- 2022/022** **ITEM 22 – Membership of the Events & Tourism Committee**
RESOLVED – Councillor Morgan, Councillor McDaid, Councillor A Heseltine, Councillor McIntyre, Councillor Harbron, Councillor Feather, Councillor Bentley and Councillor Courcier.
- 2022/023** **ITEM 23 – Chairman of Events and Tourism Committee**
Proposed by Councillor Madeley that Councillor Feather is Chairman of this Committee. **RESOLVED.**
- 2022/024** **ITEM 24a – Membership of the Market Committee**
RESOLVED – Councillor Morgan, Councillor McDaid, Councillor Madeley, Councillor Higgins, Councillor Feather, Councillor Nash, Councillor Noland and Councillor Courcier.
- 2022/024** **ITEM 24.b – Chairman of Market Committee**
Proposed by Councillor Higgins that Councillor Madeley is Chairman of this Committee. **RESOLVED.**
- 2022/025** ***Management and Staffing Committee was dissolved and not reformed therefore this item was removed.***
- 2022/026** **ITEM 26 – Terms of Reference**
With amendments because the Management and Staffing Committee was not formed the Terms of Reference were proposed by Councillor Madeley. **RESOLVED.**
- 2022/027** **ITEM 27 – Approval of Representatives on Outside Bodies**
Councillor Madeley was unhappy that there was not an option for representatives for the Tarn Moor Trust and is not happy with the arrangements. He requested the Chief Officer supply the information in a report style and place on the agenda for a later date. The Chief Officer tried to advise that the Tarn Moor Trust had a scheme document in place and vacancies were due in November 2022 however Councillor Madeley was not satisfied and requested more information was provided.

The following representatives were made
Coulthurst Craven Sports Ctr – Councillor Higgins
Craven Museum – Councillors Morgan, McDaid, Madeley and Courcier
Fairtrade Steering Group – Councillors Feather & Nash
Greatwood & Horse Close – Councillor Morgan
SELRAP – Councillor Nash
St Thomas Charity – Councillor A Heseltine & Bentley
Sylvester Petyt Charity – Councillor Madeley, Heseltine and Nash
YLCA – Councillors McDaid & Harbron
Friends of Raikes Rd Burial Ground – Councillor P Madeley.

- 2022/028** **ITEM 28 – John Rimmington Trust**
Councillors Judge, McIntyre and Nash were approved trustees
- 2022/029** **ITEM 29 – YLCA Representatives**
Councillor McDaid and Harbron were approved representatives
- 2022/030** **ITEM 30 – Policies and Procedures**
RESOLVED – All approved
- 2022/031** **ITEM 31 – Co-option of two Councillors for West Ward**
RESOLVED – Approved
- 2022/032** **ITEM 32 – Meeting dates for Full Council and Committees 2022/23**
Circulated and accepted
- 2022/033** **ITEM 33 – NALC Council Award Scheme**
This item was adjourned
- 2022/034** **ITEM 34 – Public Participation**
A request was asked regarding the co-option papers, and it was confirmed these would be uploaded to the website.

A request why past Mayor badges had not been distributed at this meeting.

A representative from the Broughton Road Allotment association thanked for the grant given.

With no further business discussed the meeting closed at 20.07pm.