

**Minutes of the Public Services Committee meeting, Held on Thursday 2<sup>nd</sup> February 2023,  
at 6.30pm in the Town Council Chamber, Town Hall Skipton**

**Present:** Councillor McIntyre, Councillor L Morgan, Councillor C Nash, Councillor P Madeley & Councillor McDaid

Louise Close – Chief Officer  
Jenny Dean – Deputy Clerk  
Helen Marshall- Finance Manager  
2 members of the public

**2223/053 ITEM 1 – Chairmans Remarks**

Councillor McIntyre welcomed everyone to the meeting.

**2223/054 ITEM 2 – Apologies for Absence**

Apologies were accepted from Cllr Heseltine  
Cllr Judge, Cllr Courcier and Cllr Harbron were absent.

**2223/055 ITEM 3 – Disclosures of Interest**

None

**2223/056 ITEM 4 – Dispensations**

None

**2223/057 ITEM 5 – Representations from public**

The Chair of the Broughton Road Allotment Association reported that she had studied the spend to date on the allotments and her and many plot holders were perturbed at the amount of money spent on Environmental Services. It was confirmed that the quotation used was the cheapest one, that it was a decision made by the Committee and it was for a duty of care to all of the allotment holders. Individual personnel cases would not be discussed.

**2223/058 ITEM 6 – Minutes of the previous meeting**

It was **RESOLVED** to approve the minutes of the Public Services Committee held on the 1<sup>st</sup> December 2022 as a true and accurate record of the meeting.

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**2223/059 ITEM 7- Budget**

The budget report was received and noted.

It was confirmed that the wildflower budget would not be left with a large underspend and with no further queries raised the budget was unanimously approved.

**2223/060 ITEM 8 – Churchyard wall**

It was noted that the monitoring points had been installed.

It was confirmed that members had received historical information regarding the church wall and that quotes had been requested for re pointing where needed and it information regarding the liability of the wall from January 2022 was circulated.

Members would be advised of the progress of the Monitoring points.

**2223/061 ITEM 9 – Street Lighting**

The inventory of the street lighting was circulated. It was agreed that the costs for the removal and conversion of the lights at Providence place would be brought back to the next meeting.

**2223/062 ITEM 10 – Allotment Update**

The Allotment update was circulated. Cllr Nash advised that the lights in the allotments are not streetlights as they are situated within the allotment areas. The Clerk would confirm the arrangement with the lights and report back.

**2223/063 ITEM 11 – Park Strategy**

It was **RESOLVED** to move forward with a consultation period for the playground strategy using survey monkey. *(unanimous)*

Cllr Madeley advised that he thought the large area of land at Bold Venture could be utilised more and Cllr Nash advised that green spaces needed to be included into the strategy even if they were not owned by the Council they were as important as the recreational spaces.

Plans for the consultation would begin and further work to the strategy would be completed.

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**2223/064 ITEM 12 – Coach Street Public Conveniences**

The tender document was reviewed by members. It was confirmed that the dates needed to be changed, part 8, Defect reporting was to be removed and the legislation of submitting documents by hand to be checked. It was also confirmed that the system in place for monitoring the standard of the toilet clean would continue.

With the above points confirmed it was proposed and **RESOLVED** to move forward with the tender process and applications would be decided at full council in March 2023. *(unanimous)*

**2223/065 ITEM 13 – Raikes Road Burial Ground**

Proposed and **RESOLVED** to support the Friends of Raikes Road Burial Ground in their support of an application by the Friends to Historic England for the burial ground to be registered on the National Register of Parks and Gardens of Historic Interest in England to provide legislative protection for the site.

*(unanimous)*

Proposed and **RESOLVED** to approve the cost of the repair of monuments at a quoted price of £680. *(unanimous)*

**2223/066 ITEM 14 – Defibrillators**

The Chief Officer gave an update of the Defibs registered on the Circuit network.

Proposed and **RESOLVED** to offer to be a guardian of the Defib purchased and installed by the BID and maintain consumables once it is operational.

*(unanimous)*

**2223/067 ITEM 15 – Policies**

To receive and note the updated policies that will be sent to Finance and Policy for recommendation to be approved at Full Council.

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

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**2223/068 ITEM 16- Notification of Business for a Future Agenda**

Items for the next Agenda to include.

Lighting at Providence Place

Wildflower update

The meeting closed at 19.37pm

Date of next meeting – 13<sup>th</sup> April 2023