



**Audit & Scrutiny Committee**  
**Thursday 24 August 2017 at 6.30pm**

Present: Councillors A Hickman (Chairman), G Bell, Mrs. W Clark, J Dawson, Mrs. P Heseltine and M Emmerson.

Officers: Dave Parker (Chief Officer) and Wendy Allsopp (Committee Services Officer).

1. To accept representations from the Public between 6.30pm and 6.45pm.

None.

2. To accept apologies for absence.

Apologies for absence were accepted from Cllrs J Kerr and C Dow due to work commitments.

3. To record declarations of pecuniary and non-pecuniary interests in items on the agenda.

None.

4. To consider the recommendations of the Chief Officer relating to requests for dispensations to Members on items requiring a declaration of pecuniary and non-pecuniary interests.

None.

5. To approve the minutes from the previous meeting held on 16 July 2017.

It was **RESOLVED** to accept the minutes from the Audit and Scrutiny Committee meeting held on 6 July 2017 as a true and accurate record of what transpired at that meeting.

6. To report information arising from the minutes of items not on the agenda from Members and the Chief Officer.

None.

7. To consider any Freedom of Information requests/complaints/compliments received by the Council.

Freedom of Information requests: None received.

Complaints: Officers have received various routine complaints, notably regarding allotments and highway verge grass cutting. Members noted a complaint about dog fouling on Broughton Road play area which had appeared on the front page of the Craven Herald.

Members asked that the Chief Officer provide a brief summary of complaints to the next meeting of this Committee.

Compliments: None received.

8. To review matters relating to the Mayor's Charity Account and Mayor's Allowance.

It was recommended that, subject to restrictions, the Mayor's Allowance should be reserved for 'reasonable use for Mayoral duties' and should not be given direct to the Mayor's chosen charity.

9. To note the impact of forthcoming reforms to Data Protection legislation.

After discussion, Members agreed that the Chief Officer should approach David Roper-Newman at Craven District Council for some advice.

It was further agreed that the Council should undertake a full audit of all personal data it currently holds.

10. To note progress relating to a review of the Council's Committee Structure.

Members noted the progress on the review of the Council's Committee structure.

It was agreed that this matter should be considered by Finance & Policy and subsequently Full Council.

11. To consider any reports from the Financial Transactions Monitoring Group concerning the Council's Bank Reconciliations and/or invoices.

Members noted that:

The Audit and Scrutiny Committee should be scrutinising the town's events in more detail.

12. To receive notification on matters that Members would like included on a future agenda.

None.

Meeting Closed at 7.27 pm.

Chairman: .....

Signature: .....