



**Audit & Scrutiny Committee**  
**Thursday 26 October 2017 at 6.30pm**

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

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 M Emmerson 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 24 August 2017.

It was **RESOLVED** to accept the minutes from the Audit and Scrutiny Committee meeting held on 24 August 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.

Changes to Data Protection legislation – The Chief Officer reported on discussions with Craven District Council for the provision of assistance to the Council in satisfying obligations under forthcoming changes in data protection legislation.

Review of the Council's Committee Structure – At its last meeting the Finance & Policy Committee decided to defer this item for discussion at its next meeting alongside the staffing review.

7. To note the outcome of the Council's External Audit for year ending 31<sup>st</sup> March 2017.

Members **NOTED** the satisfactory outcome of the Council's External Audit for year ending 31<sup>st</sup> March 2017.

Members **NOTED** that there are no matters raised as a result of the Audit which need to be brought to the attention of the Council.

Members **NOTED** that the Council has met its obligations at the completion of the audit, under Audit & Transparency Regulations.

It was suggested that the Chief Officer investigate the viability of including funds in a future budget process to allow for a more in depth audit, making the Council's financial systems more robust.

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

It was **NOTED** that a complaint made to the Public Services Committee meeting by a resident had now been resolved. However, incidents following the meeting meant the Deputy Leader, Chief Officer and Estate Manager found themselves embroiled in further issues relating to the aforementioned complaint.

It was understood that the incidents following the meeting had occurred due to incorrect information about the Committee's discussion being given to one of the parties involved.

It was **RESOLVED** that Councillors Hickman & Bell should lead an internal investigation as to how, and by whom, those affected were misled.

It was further **RESOLVED** that Councillor Hickman, as Chairman of the Audit & Scrutiny Committee, should write to all Town Council Members reminding them of their obligations and responsibilities.

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

Due to some IT issues it had not been possible to hold a meeting of the Financial Transactions Monitoring Group. The group would meet in the near future and would report to the next meeting of the committee.

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

Skipton Sheep Day expenditure  
Meeting with the Internal Auditor

Meeting Closed at 7.46 pm.

Chairman: .....

Signature: .....