



# Skipton Town Council

15/111

## Audit & Scrutiny Committee Thursday 12 May 2016 at 7pm

Present: Cllrs: P Madeley (Chairman), Mrs. W E Clark, C Clark,  
Mrs. P Heseltine, E Jaquin, M Emmerson, J Kerr

Officers: Dave Parker (Chief Officer) Jill Peacock (Administration and Finance  
Officer)

1. To accept representations from the Public between 7.00pm and 7.15pm.

None.

2. To accept apologies for absence.

Councillor M Emmerson – Absent.

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

Cllr J Kerr declared a non pecuniary interest as he uses the same accountants as the Council for its internal audit and year end accounts.

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 10 March 2016.

It was **RESOLVED** to accept the minutes from the Audit and Scrutiny Committee meeting held on 10 March 2016 as a true and accurate record of what transpired at that meeting. With addition of appraisals to be added to item13 as a matter that Members would like included on a future agenda.

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

None.

7. To note the revised external audit procedures and to approve the audit timetable.

Members **NOTED** the revised external audit procedures and the timetable for completion and submission of the Annual Return.

8. To review the Town Council's Risk Management Policies.

Members reviewed the Council's Risk Management Schedule and **RESOLVED** that it should be submitted to Full Council for approval with the agreed amendments.

9. To review the Council's Financial Regulations.

Members reviewed the Council's Financial Regulations and **RESOLVED** that they should be submitted to Full Council for approval at the Annual Meeting with the agreed amendments.

10. To review the Council's Standing Orders.

Members reviewed the Council's Standing Orders and **RESOLVED** that they should be submitted to Full Council for approval at the Annual Meeting with the agreed amendments.

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

A complaint had been received concerning the noise level at the recent Waterways Festival and requesting that readings taken from the sound recording equipment were provided. The readings were well below the legal limit and the details have been passed on to the complainant.

12. To consider excluding press and public for consideration of item 10 on the grounds that they relate to confidential matters.

It was **RESOLVED** that in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960 that in view of the confidential nature of the business about to be transacted, it is advisable and in the public interest that the press and public be asked to withdraw.

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

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It was **RESOLVED** to readmit the press and public.

14. To receive notification on matters that members would like included on a future agenda.

Health and Safety Policy  
Review of overtime  
Market  
Allotments  
Internal Audit  
Events  
Programme of items to be reviewed

Meeting Closed at 8.35 pm.