



Skipton Town Council

18/12

Finance and Policy Committee **Thursday 14 June 2018 at 6.30 pm**

Present: Cllrs: C Clark (Chairman), C Harbron, R G Heseltine & E Jaquin, A Rankine & P Whitaker.

Officers: Dave Parker (Chief Officer) Joel Henderson (Estate Manager) & Wendy Allsopp (Administration and Member Services Manager)

In attendance: Cllr J Kerr

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

None

2. To accept apologies for absence.

Apologies were accepted from Cllr K McIntyre (ill health).

Absent – Cllr P Madeley

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

Cllr P Whitaker declared a non-pecuniary interest with regards to agenda item 15 as he is a Managing Trustee for the Tarn Moor Trust who has been approached about granting funding for storage of the Petyt Library collection.

Cllr Whitaker further declared a non-pecuniary interest with regard to agenda item 16 as he is a Craven District Councillor representing Skipton Town Council.

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

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Chairman:

5. To note the minutes from the previous meetings held on 19 April 2018.

It was **RESOLVED** to accept the minutes from the meeting held on 19 April 2018 as a true and accurate record of what transpired at that meetings.

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

None

7. To approve an amendment to the Council's bank signatories.

Members approved the removal of Les Chandler from the list of authorised signatories to the Council's bank accounts.

Members further approved the addition of Samantha Poole to the list of authorised signatories to the Council's bank accounts and to the list of those with authorised access to the Council's online banking systems.

8. To note the Council's revenue budget position at 31st March 2018.

Those present at the meeting noted the Council's revenue budget position as at 31st March 2018. A clerical error caused by the electricity company was noted.

9. To note progress with the Council's Annual Financial Statements and Annual Governance & Accountability Return.

Members noted the progress, arrangements and timescale for the completion of the Council's Financial Statements and submission of the Annual Governance & Accountability Return.

10. To consider matters relating to the use of the Council's Capital Reserve.

It was agreed that use of the capital released from the sale of the Council's land at North Parade should be considered by a Working Party which would discuss how to distribute that money.

The Leadership team will discuss membership of the Working Group at its next meeting.

- 10a. To discuss options for the purchase of a van for Council business – recommendations from Public Services Committee.

This will be discussed by the Working Group.

11. To consider a request from the Town Mayor relating to Remembrance Sunday.

Those present at the meeting unanimously agreed that the red poppy is a symbol of remembrance and the appearance of white poppies on a wreath could be deemed disrespectful. It was therefore **RESOLVED** to reject the Mayor's request.

12. To agree proposals for a further review of the Council's policies and procedures.

Members agreed that a Working Group should be formed in order to look at the Town Council's policies and procedures in depth. This would allow the Finance & Policy Committee to study these in bite-sized chunks.

13. To note an update on the implementation of the Council's revised staffing structure

Noted

14. To consider excluding press and public for consideration of items 15 and 16 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, 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.

15. To note matters relating to the Petyt Library.

Members noted that the Estate Manager and Leader of the Council met with representatives from Ermysted's School to discuss matters and discovered that they do not seem to wish to inject any money into this scheme. In the meantime the Estate Manager has approached Craven Court Shopping Centre with a view to renting a unit which could be shared with Craven Museum and possibly Skipton BID.

It was agreed that the Working Group being formed to discuss capital expenditure should consider financial matters and the Estate Manager should continue to explore the Council's options.

16. To note the latest position regarding the Council's accommodation at Skipton Town Hall.

Members noted that there was no update with regard to this.

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

17. To receive notification of matters that members would like including on a future agenda.

None

The meeting closed at 7.30 pm

Chairman:

Signature:

Date: