



Skipton Town Council

18/

Finance and Policy Committee Thursday 14 February 2019

Present: Cllrs: C Clark (Chairman), R G Heseltine, E Jaquin, P Madeley, K McIntyre & P Whitaker.

Officers: Dave Parker (Chief Officer) Samantha Poole (Finance Manager) & Wendy Mowlam (Administration Assistant).

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 Cllrs C Harbron & A Rankine

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 note the minutes from the previous meetings held on 13 December 2018.

It was **RESOLVED** to accept the minutes from the meeting held on 13 December 2018 as a true and accurate record of what transpired at that meeting.

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Chairman:

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

Members **NOTED** arrangements relating to the proposed Working Group designed to discuss the Council's charitable trust commitments.

7. To note the Council's Revenue Budget position at 31 December 2018.

Members **NOTED** the Council's revenue budget position, as at 31st December 2018.

Members **AGREED** to the early purchase of the Tractor and Trailer, as approved in the 2019-20 Budget.

8. To confirm arrangements for:

- a) The cleaning and securing contract for Coach Street toilets for the period 1st April 2019 to 31st March 2020

After discussion Members **APPROVED** the extension of the Coach Street Toilets cleaning and securing contract for a further period of 12 months, with Messrs Bulloughs Cleaning Services.

- b) The outsourced Grounds Maintenance contract for 1st April 2019 to 31st March 2020

Those present at the meeting chose to **APPROVE** the continuation of 'piggy-back' arrangements with Messrs Tivoli for the provision of grounds maintenance services from 1st April 2019 to 31st March 2020, in line with the payment schedule provided.

Members **NOTED** that the Estate Manager intends to review both sets of arrangements over the coming year to identify whether a more cost-effective service can be found.

9. To clarify and confirm funding arrangements for the storage extension at the Council's East Castle Street Depot

Members **CONFIRMED** that the costs associated with improvement works at the Council's East Castle Street Depot be met from the North Parade Capital Reserve.

10. To note the timetable for the forthcoming scheduled elections of the Town Council on 2nd May 2019, together with associated regulations

The Committee **NOTED** the provisional timetable for the Town Council elections on 2nd May 2019, together with amendments to the nomination process and the limitations placed on the Council by Purdah regulations.

11. To note and approve progress with the adoption of a Staffing Appraisal Scheme

Members **NOTED** and **APPROVED** the core principles of the proposed appraisal/performance review scheme together with the draft appraisal scheme plan. It was suggested that key Councillors work to agree the appraisal process.

12. To note and approve the final draft version of the Council's Strategic Plan

Members **NOTED** that progress towards the final draft of the Council's Strategic Plan for 2019 – 2024 was ongoing. The final draft would now be presented to the meeting of the Finance and Policy committee in April 2019 with a view to it being recommended to the new Council following the elections in May.

13. To receive an update from the North Parade Capital Working Group and to consider an application for Pre-Application Planning Advice on the Council's land at Carleton Road, Skipton

An update on progress from the Capital Reserve Working Group was received.

Members **APPROVED** the obtaining of Pre-Application Planning Advice from Craven District Council and authorised the associated charge to be covered from the Council's Professional Charges Revenue Budget, in the event that grant funding is not confirmed.

14. To consider matters relating to the Government's Future High Street Fund

Those present **NOTED** an update from the Chief Officer regarding the potential of the Government's Future High Street Fund.

The Chief Officer will circulate a report and arrange a meeting between Councillor R.G. Heseltine, the Events and Tourism Manager, Craven District Council's Strategic Manager and a Member of the Events and Tourism Committee.

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

None

The meeting closed at 7:30pm