



Skipton Town Council

19/20-

Finance and Policy Committee Thursday 15 August 2019

Present: Cllrs: R G Heseltine (Chairman), A Barrett, J Dawson, W Feather & K McIntyre.

Officers: Dave Parker (Chief Officer), Samantha Poole (Finance Manager), Joel Henderson (Estate Manager) & Jenny Dean (Administration Assistant).

In Attendance: Cllrs S Bentley & A Hickman. Jacqui Bateson Skipton Building Society.

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

None

Members **AGREED** to bring Item 7 on the Agenda forward.

7. To note a short presentation on the potential approach to greater sustainability – from Jacqui Bateson, Senior Sustainability Manager at Skipton Building Society.

Members **NOTED** the presentation on how Skipton Building Society have aligned their Environment Strategy with the UN Sustainable Development Goals. Four goals have been chosen as a focus for their work. Jacqui expressed an interest in opportunities for Skipton Building Society to work collaboratively with Skipton Town Council on sustainability issues.

Members **AGREED** that Cllr Barrett and the Chief Officer will look at establishing a Working Group to focus on Sustainability and Skipton Town Council.

2. To accept apologies for absence.

Apologies were accepted from Cllr Madeley (Family 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 note the minutes from the previous meetings held on 13 June 2019.

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Chairman:

It was **RESOLVED** to accept the minutes from the meeting held on 13 June 2019 as a true and accurate record of what transpired at that meeting.

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

Item 9 from the minutes, Members **NOTED** that now relevant information had been received from the Environment Agency a meeting of the Working Group would be arranged.

Item 16, Members **NOTED** that this had been rescheduled for the September Full Council Meeting.

Members asked for an update on Item 13. The Chief Officer reported that there were no updates until discussion had been had at Full Council and with the Trustees of the Trusts.

7. To note a short presentation on the potential approach to greater sustainability – from Jacqui Bateson, Senior Sustainability Manager at Skipton Building Society.

Moved to beginning of the meeting.

8. To note the Council's Revenue Budget position as at 30th June 2019.

Members **NOTED** the Council's Revenue Budget position as at 30th June 2019.

9. To note the 2020-2021 Budget Setting Timetable & Cost Analysis Review.

Members **NOTED** the process and timetable associated with the budget and precept setting process for 2020-2021.

Members **NOTED** that a meeting had been set up for the 6th September for the Chairs of the spending committees to review the Budget Process and the Cost Analysis Project. The Chief Officer will circulate details of this meeting to the attendees.

10. To consider amendments to the Council's contract tendering process thresholds.

Members **APPROVED** the following:

- Raising the Chief Officer's Delegated Authority threshold from £3,000 to £5,000.
- Raising the thresholds for obtaining three suitable quotes to cover amounts from £5,001 to £25,000
- Raising the threshold for triggering a full formal tendering process to contracts at a value of £25,001 or above.

11. To approve the execution and sealing of a S106 agreement relating to the housing development at North Parade, Skipton.

Members **APPROVED** the execution and sealing of the Section 106 Agreement for North Parade obligating the developer to install the LAP (local area for play) adjacent to Greatwood Community Centre and, subject to receiving a valid invoice from the Council, to pay the Off-Site Open Space Contribution prior to the Occupation of the 75th Dwelling in the sum of £45,800.

12. To note matters relating to a Casual Vacancy on the Council.

Members **NOTED** the procedure and associated timetable for dealing with the current Casual Vacancy on Skipton Town Council. Members **NOTED** that the Notice of the Vacancy had been issued on the 14th August.

13. To receive an update on matters relating to the Mayoral Chains

Members **NOTED** the update from the Chief Officer. A meeting with the Loss Adjuster is scheduled for the 21st August.

Members **AGREED** that, following advice from the Police, as there is no evidence that a theft had taken place, that the Police would not be requested to take any further action.

14. To consider matters relating to the following (item added at the request of the Leader of the Council – report attached) Coach Street Toilets Christmas Lighting.

Members **AGREED** that the cost of the Christmas Lights would need to be budgeted for each year. The new contractors have already started some preparatory work.

A discussion followed on the Coach Street Toilets, and options available to reduce the cost of running the toilets and increasing the revenue the toilets make from those using the toilets.

Members **AGREED** that analysis of the frequency of use, and who is using the Coach Street Toilets would need to be made prior to making any decisions about how to reduce the cost of the toilets.

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

None

The meeting closed at 7:57pm