



Skipton Town Council

Date: Friday 21st May 2021

To: All Members of the Management & Staffing Committee

Dear Councillors J Dawson, W Feather, A Hickman, R Judge, P Madeley, K McIntyre, D Painter & D Shaw

You are summoned to the Ordinary Meeting of Skipton Town Council **Management & Staffing Committee** which will be held in the **Council Chamber, Town Hall** Skipton on **Thursday 27th May 18:30pm**

Yours sincerely,



Louise Close
Clerk to the Council

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www.skiptontowncouncil.gov.uk

Note: Members of the public and press are invited to attend the meeting as observers. Only Councillors are entitled to vote at the meetings. A list of Councillors is available on the Council's website

The meeting is open to the public by virtue of the Public Bodies (Administration to Meetings)

Act 1960 s1, and The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

SKIPTON TOWN COUNCIL

27th May 2021 18:30pm

A copy of the agenda is available in larger print upon request.

A G E N D A

1. Apologies for Absence

2. Disclosures of Interest

To receive any disclosable pecuniary interests from members on matters to be considered at the meeting. The disclosure should include the nature of the interest.

3. Dispensations

To decide upon any dispensation requests from members received by the Clerk in respect of this meeting.

4. The Exclusion of the press and public.

The Committee and its sub-committees will be considering business of a confidential nature, and the press and public will therefore be excluded by resolution from meetings (Public Bodies Admissions to Meetings Act 1960, s1 [2]).

5. Vice Chair

To resolve to appoint the Vice Chair of the Management and Staffing Committee.

6. Minutes

To resolve to approve the minutes of the meeting held on the 5th March 2021

7. Grounds Maintenance Assistant

To receive and note an update on the recruitment of the Grounds Maintenance Assistant

8. Market Officer

To receive and note an update on the recruitment of the Market Officer

9. Management and Staffing future planning

To discuss and approve future plans, including timescales, of work for the Committee.

Next Meeting 26th August 2021