Minutes of the Extra Management and Staffing Committee Meeting of Skipton Town Council held at the Council Offices, Otley Road, Skipton
Tuesday 13th January 2026 at 6.00 pm

Those Present.

Chairman: Councillor B McDaid (Chairman), Councillor K McIntyre, Councillor L Morgan, Councillor W Feather, Councillor S Morton & Councillor P Madeley.

Officers: Mrs L Close (Chief Officer),

2526/041 **ITEM 1 – Chairman's Remarks**
The Chairman welcomed everybody to the extra meeting and thanked members for attending.

2526/042 **ITEM 2 - To accept reasons for absence.**
Councillor A Higgins and Councillor S Bentley were absent.

2526/043 **ITEM 3 – Disclosures of Interest**
None declared.

2526/044 **ITEM 4 – Dispensations Requests**
None received.

2526/045 **ITEM 5 – Representations from the Public**
There were no members of the public present.

2526/046 **ITEM 6 – The Exclusion of the press and public**
None present

2526/047 **ITEM 7 – A member of the Staff's performance and conduct**
A Review of performance and conduct was reported.
Proposed by Councillor B McDaid, seconded by Councillor L Morgan, and resolved in favour to appoint a Councillor to complete an investigation with terms of reference agreed into recent conduct.
If the selected Councillor cannot complete this, then the Chief Officer was given delegated authority to appoint a person outside of the Council.
Members advised that they did not want a recommendation from the Investigator, despite this being stated in the Disciplinary policy.

2526/048 **ITEM 8 – Notification of Business for a Future Agenda.**
None at the time of the meeting.

With no further business to be transacted, the meeting was closed at 18.45 pm

The next meeting date is to be advised.