Minutes of the Management and Staffing Committee Meeting of Skipton Town Council held at the Council Offices, Otley Road, Skipton
Thursday 12th February 2026 at 5.30 pm

Those Present.

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

Officers: Mrs L Close (Chief Officer),

2526/041 ITEM 1 – Chairman's Remarks

Councillor S Morton, Vice Chairman, welcomed everybody to the meeting and thanked members for attending.

2526/042 ITEM 2 - To accept reasons for absence.

Councillor A Higgins & Councillor S Bentley were absent.
Councillor B McDaid had a prior work engagement – reasons accepted.

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 – Minutes of the previous meeting

Proposed by Councillor K McIntyre, seconded by Councillor P Madeley, and resolved in favour that the minutes of the Management and Staffing Committee meeting held on 16th October 2025 and 13th January 2026 were a true and accurate record of that meeting.

2526/048 ITEM 7 – The Exclusion of the press and public

None present.

2526/049 ITEM 8 – General Staffing Update

Apart from juggling winter illnesses, generally all Staff were well.

2526/050 ITEM 9 – Disciplinary Process

An investigatory report was received regarding staff conduct. Proposed by Councillor W Feather, seconded by Councillor L Morgan, and resolved in favour that there was a case to be answered, and as per the disciplinary policy, a sub-committee of 3 would be formed. This consisted of Councillor B McDaid, Councillor W Feather, and Councillor P Madeley.

2526/051 ITEM 10 – 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 18.05pm