Minutes of the Extraordinary Meeting of Skipton Town Council held at Holy Trinity Church, Skipton on Thursday 11th June 2026 at 7.00pm

Those Present.
Chairman: Councillor W Feather (Mayor)
Councillor K McIntyre, Councillor L Morgan, Councillor S Bentley, Councillor B McDaid, Councillor C Nash, Councillor R Heseltine, Councillor A Heseltine, Councillor M Pickard, Councillor C Harbron, Councillor P Madeley, Councillor A Higgins & Councillor J Woollacott.
Officers:
Mrs L Close (Chief Officer)
Mrs J Dean (Deputy Clerk)

2627/043 ITEM 1 – Chairman's remarks
Councillor W Feather opened the meeting and thanked everybody for being in attendance. He gave an update on events he had recently been present for.

2627/044 ITEM 2 – Reasons for absence
Councillors Noland, Morton and Kettu had prior commitments – reasons accepted.

2627/045 ITEM 3 – Declaration of Interest
None declared.

2627/046 ITEM 4 – Dispensation requests
None requested.

2627/047 ITEM 5 – Representations from the public
None given.

2627/048 ITEM 6 – Committee Terms of Reference
Proposed by Councillor P Madeley, seconded by Councillor J Woollacott and resolved in favour of adopting the terms of reference for the Finance Committee.

Proposed by Councillor K MacIntyre, seconded by Councillor M Pickard and resolved in favour of adopting the terms of reference for the Public Services Committee.

DRAFT

Proposed by Councillor B McDaid, seconded by Councillor P Madeley and resolved in favour of adopting the terms of reference for the Management and Staffing Committee.

Proposed by Councillor M Pickard, seconded by Councillor C Nash and resolved in favour of adopting the terms of reference for the Planning Committee.

Proposed by Councillor L Morgan, seconded by Councillor P Madeley and resolved in favour of adopting the terms of reference for the Market and Events Committee.

Councillor P Madeley proposed the following amendments to the Policy Committee,

1. **Procedures**
   The Policy Committee shall be responsible for the development, review, monitoring, and recommendation of Council procedures.
2. **Complaints**
   Complaints regarding staff matters will be dealt with by Management and Staffing and will follow the Disciplinary and Grievance procedure. Complaints concerning an area that the delegated committee can deal with will be submitted to that Committee. The Council Complaints policy will be followed in each case, and as per the policy, the complaint may be referred to Full Council for a final decision.
3. **External Funding for Projects**
   Where any committee is considering a project that may require external funding, that committee may refer the matter to the Policy Committee for advice, support, or consideration of funding opportunities and associated policy implications.

This was seconded by Councillor L Morgan and resolved with 11 votes in favour.

Proposed by Councillor P Madeley, seconded by Councillor M Pickard and resolved in favour of accepting the terms of reference, as amended with the above items being placed under point 3.7.

2627/049 ITEM 7 – Membership of the finance committee

The following Councillors were appointed to the Finance Committee; Councillors A Higgins, L Morgan, S Bentley, J Woollacott & K McIntyre.

2627/050 ITEM 8 – Chairman and Vice Chairman of the Finance Committee

Proposed by Councillor P Madeley, seconded by Councillor W Feather and resolved in favour to appoint Councillor A Higgins as Chair.

Proposed by Councillor C Nash, seconded by Councillor B McDaid and resolved in favour to appoint Councillor J Woollacott as Vice Chairman.

2627/051 ITEM 9 – Membership of the Public Services Committee
The following Councillors were appointed to the Public Services Committee, Councillors P Madeley, A Heseltine, M Pickard, K McIntyre, B McDaid, C Nash, L Morgan and S Bentley.

2627/052 ITEM 10 – Chairman and Vice Chairman of the Public Services Committee.
Proposed by Councillor L Morgan, seconded by Councillor B McDaid and resolved in favour of appointing Councillor K McIntyre as chair.

Proposed by Councillor P Madeley, seconded by Councillor A Higgins and resolved in favour of appointing Councillor L Morgan as Vice Chair.

2627/053 ITEM 11 – Membership of the Management & Staffing Committee.
The following Councillors were appointed to the Management & Staffing Committee, Councillors S Morton, K McIntyre, P Madeley, A Higgins, W Feather, B McDaid, L Morgan and C Nash.

2627/054 ITEM 12 – Chairman and Vice Chairman of the Management & Staffing Committee.
Proposed by Councillor J Woollacott, seconded by Councillor W Feather and resolved in favour of appointing Councillor B McDaid as chair.

Proposed by Councillor P Madeley, seconded by Councillor B McDaid and resolved in favour of appointing Councillor S Morton as Vice Chair.

2627/055 ITEM 13 – Membership of the Market & Events Committee
The following Councillors were appointed to the Market and Events Committee, Councillors V Kettu, K McIntyre, M Pickard, P Madeley, W Feather, L Morgan, S Bentley and D Noland.

2627/056 ITEM 14 – Chairman and Vice Chairman of the Market and Events Committee.
Proposed by Councillor A Heseltine, seconded by Councillor W Feather and resolved in favour of appointing Councillor P Madeley as chair.

Proposed by Councillor P Madeley, seconded by Councillor K McIntyre and resolved in favour of appointing Councillor M Pickard as Vice Chair.

2627/057 ITEM 15 – Membership of the Planning Committee
The following Councillors were appointed to the Planning Committee, Councillors C Nash, J Woollacott, L Morgan, S Bentley.

2627/058 ITEM 16 – Chairman and Vice Chairman of the Planning Committee
Proposed by Councillor P Madeley, seconded by Councillor W Feather and resolved in favour of appointing Councillor C Nash as chair.

Proposed by Councillor P Madeley, seconded by Councillor W Feather and resolved in favour of appointing Councillor J Woollacott as Vice Chair.

2627/059 ITEM 17 – Membership of the Policy Committee
The following Councillors were appointed to the Policy Committee, Councillors M Pickard, C Harbron, R Heseltine, P Madeley, W Feather, B McDaid, C Nash, S Morton.

2627/060 ITEM 18 – Chairman and Vice Chairman of Policy Committee
Proposed by Councillor P Madeley, seconded by Councillor W Feather Councillor R Heseltine as chair.

Proposed by Councillor B McDaid, seconded by Councillor J Woollacott Councillor S Morton, Chair.

The vote was taken, and 6 votes were cast for each proposal and 1 abstention. Councillor W Feather used his casting vote and appointed Councillor R Hesletine as Chair.

Proposed by Councillor P Madeley, seconded by Councillor W Feather Councillor M Pickard as Vice Chair.

Proposed by Councillor J Woollacott, seconded by Councillor B McDaid Councillor S Morton as Vice Chair.

The votes were taken, 7 for Councillor S Morton and 6 for Councillor M Pickard, therefore, Councillor S Morton was appointed Vice Chairman.

2627/061 ITEM 19 – Meetings Calendar
The meetings calendar for 2026 / 2027 was approved.

2627/062 ITEM 20 – Notification of business for a future agenda
Public Notice Board.

With no further business transacted, the meeting was closed at 19.48 pm.