



Audit & Scrutiny Committee
Thursday 24 November 2016 at 6.30pm

Present: Councillors P Madeley (Chairman), Mrs. W Clark, C Clark, M Emmerson, Mrs. P Heseltine, E Jaquin and J Kerr.

Officers: Dave Parker (Chief Officer) and Les Chandler (Estate Officer).

Also present: Councillor R Heseltine.

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

None

2. To accept apologies for absence.

Apologies were accepted from Councillor G Bell who is on holiday.

Members noted that, because of work commitments, Councillor C Clark would be late for the meeting.

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 approve the minutes from the previous meeting held on 22 September 2016.

It was **RESOLVED** to accept the minutes from the Audit and Scrutiny Committee meeting held on 22 September 2016 as a true and accurate record of what transpired at that meeting.

Councillor Mrs W Clark joined the meeting.

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

None.

Councillor C Clark joined the meeting.

7. To receive a report on potential efficiencies within the Council.

Because it does not reflect the Council's current range of activities, and offers scope for improvements in efficiency and accountability, it was **RESOLVED** that the Chief Officer should draft proposals for a fundamental review of the existing Committee structure.

8. To consider the Council's approach to a formal complaint lodged with the Council on 2 November 2016.

In the absence of any written information it was **RESOLVED** that the Chairman should send a letter, reviewed by the Vice-Chairman, to the complainant requesting details of the exact nature of the complaint.

Given that the complaint appeared to be a re-submission of one made in May 2013 it was **AGREED** that, before writing to the complainant, the Chairman and Vice-Chairman should review any surviving records relating to that earlier complaint.

9. To consider any Freedom of Information requests/ complaints/compliments received by the Council.

Members noted that the Skipton Branch of the Royal British Legion has written to the Council to thank its staff, particularly Dave Parker, Wendy Allsopp and Judy Probst, for their efforts in ensuring the smooth-running of both the Remembrance Day Parade and the commemoration ceremony on Armistice Day.

10. To consider excluding press and public for consideration of item 11 on the grounds that it relates to confidential matters.

It was **RESOLVED** to exclude all press and public.

11. To consider any reports from the Financial Transactions Monitoring Group concerning the Council's Bank Reconciliations and/or invoices.

Members noted that the Bank Statements and a selection of invoices had been checked and no anomalies had been found.

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

The production of a Neighbourhood Plan for Skipton, once the Local Plan is in place.

Review of the Council's complaints procedure.

Meeting Closed at 7.52 pm.

Chairman:

Signature:

Date: