



Skipton Town Council

16/34

Full Council Thursday 11 August 2016 at 7.00 pm

Present: Councillors M Emmerson, A Rankine, G Bell, C Clark, Mrs W Clark, J Dawson, C Dow, C Harbron, R G Heseltine, Mrs P Heseltine, A Hickman, E Jaquin, J Kerr, P Madeley, K McIntyre and P Whitaker.

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

1. To accept representations from the Public between 7.00 pm and 7.15 pm.

None.

2. To accept apologies for absence.

None.

3. To record declarations of pecuniary and non-pecuniary interests items on the agenda.

Item 6 – To consider matters relating to the Council's internal and external auditors

Councillor Kerr advised that he employs the services of the Council's internal auditor, Windle & Bowker Limited, in relation to his personal affairs.

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 consider staff working hours and overtime levels as recommended by the Audit and Scrutiny Committee.

Given the levels of overtime currently being worked by Council staff, and the risks this presents to staff welfare, it was **RESOLVED** that the Staffing Review Working Group should be given delegated authority to undertake a review of overtime, superseding the overtime working group proposed by the Audit and Scrutiny Committee.

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It was also **RESOLVED** that the Staffing Review Working Group should meet at least monthly, and more frequently if necessary, and that it should set clear terms of reference to be acted upon.

6. To consider matters relating to the Council's internal and external auditors.

To ensure the Council's internal audit requirements are fully met it was **RESOLVED** that, in addition to all duties outlined within the audit and scrutiny function:

- The internal audit should encompass more than just the testing of the Council's financial systems but should also look at providing a wider approach towards all Council risk, control and policies.
- Members of the Audit and Scrutiny Committee should meet with the Internal Auditor to arrange an annual audit plan for the internal auditor to work to.
- The Auditor should report back to the Audit and Scrutiny Committee with the findings of the audit ahead of the Annual Council sign-off.

7. To consider matters relating to the capital receipt for land at North Parade.

Members **NOTED** that a full report on the potential capital receipt for land at North Parade will be presented to the Finance and Policy Committee on 18 August 2016.

8. To note a verbal update on the Council's staffing review.

Members **NOTED** that, having met with the members of the Staffing Review Working Group, the Council's Human Resources Advisor is now drafting a programme of work which will be presented to the Finance and Policy Committee on 18 August 2016.

9. To discuss matters concerning the Town Mayor's regalia.

Members **NOTED** that the pendant from the Mayor's chains has been recovered but that, because of damage it has sustained, it has been sent for repair.

Members also **NOTED** that the Mayor has decided to present a reward of £100 for its recovery, £50 from the Mayoral Allowance and £50 from his own resources.

10. To consider matters relating to trader vehicles on Skipton Market.

Councillor Emerson declared a non-pecuniary interest being the holder of a stall on Skipton Market.

In response to questions posed in a letter to the local press Members **NOTED** that, for safety reasons, market traders are permitted to park their delivery vehicles on the High Street on Market Days when high winds are forecast.

11. To receive notification of matters that Members would like including on a future agenda.

None.

Meeting closed at 8.02 pm