



Skipton Town Council

16/64

Finance and Policy Committee Thursday 20 October 2016 at 6.30 pm

Present: Cllrs: C J Harbron (Chairman), R G Heseltine, Mrs. K McIntyre, P H Whitaker, J W Dawson, A F Hickman and A Rankine.

In attendance: Cllr J Kerr.

Officers: Jill Peacock (Resources Manager) and Wendy Allsopp (Committee Services Officer).

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

Cllr R G Heseltine expressed concern regarding the lift to the first-floor offices being inaccessible. He asked that the Chief Officer writes to Craven District Council asking them to issue a personal apology, to himself and to members of the public as he was forced to use the stairs, and explain that they are breaching Disability Discrimination Act regulations.

2. To accept apologies for absence.

Cllrs: C Dow.

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 note the minutes from the previous meeting held on 18 August 2016.

It was **RESOLVED** to accept the minutes from the Finance and Policy Committee meeting held on 18 August 2016 as a true and accurate record of what transpired at that meeting.

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

None.

7. To note the Council's Revenue Budget position as at 30 September 2016.

Members accepted and **NOTED** the current position of the Council's revenue budget, as at 30 September 2016.

8. To note the completion of the Council's External Audit for year ending 31st March 2016.

Members **NOTED** the satisfactory outcome of the Council's External Audit for year ending 31st March 2016.

Members **NOTED** that there are no matters raised as a result of the Audit which need to be brought to the attention of the Council.

Members **NOTED** that the Council has met its obligations at the completion of the audit, under Audit & Transparency Regulations

Members **NOTED** that the arrangements for next year and the associated timetable for submission of the Annual Return for year ending 31st March 2017.

9. To consider an amendment to the Council's Credit/Charge Card facilities

The Committee approved an application for a new Charge Card pending agreement by Full Council and on the condition that suitable procedures dictating its use are put in place.

It was agreed that the Resources Manager should be the card holder.

10. To consider matters relating to the John Rimington Bequest Fund

Members **RESOLVED** to amend the signatories on the account to the following: Cllrs Mrs W Clark, J Dawson and G Bell, Dave Parker (Chief Officer) and Jill Peacock (Interim Resources Manager).

It was agreed that after the signatories are in place the account should be closed and funds transferred to the Council's general account.

It was further **RESOLVED** that once the funds have been released a meeting of the Council's appointed representatives would consider appropriate use of the funds in keeping with the terms of the original Bequest.

11. To consider the Council's requirements for Chapter 8 Traffic Management Qualifications

The Committee **RESOLVED** to authorise the Chief Officer to arrange Chapter 8 training for whichever staff members he deemed appropriate.

12. To receive notification of matters that members would like including on a future agenda.

3-year Strategic Plan including policies for service delivery provision and financial forecasts.

The meeting closed at 6.55 pm.