



# Skipton Town Council

Date: 7<sup>th</sup> October 2021

To: Members of the Finance & Policy Committee

Dear Councillors W Feather, R Heseltine, R Judge, P Madeley, R Mahmood, K McIntyre, C Nash and D Painter

You are summoned to the Finance & Policy Committee Meeting which will be held in the Council Chamber **on Thursday 14<sup>th</sup> October at 6.30pm**

Yours sincerely,

A handwritten signature in black ink that reads 'LClose'.

Louise Close Clerk to the Council

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[www.skiptontowncouncil.gov.uk](http://www.skiptontowncouncil.gov.uk)

**Note:** Members of the public and press are invited to attend the meeting as observers. Only Councillors are entitled to vote at the meetings. A list of Councillors is available on the Council's website

The meeting is open to the public by virtue of the Public Bodies (Administration to Meetings) Act 1960 s1, and The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

# SKIPTON TOWN COUNCIL

14<sup>th</sup> October 2021 6.30pm

A copy of the agenda is available in larger print upon request.

## A G E N D A

### 1. Chairman's Remarks

### 2. Apologies for Absence

To accept the reason(s) for the absence of any Members from the meeting.

### 3. Disclosures of Interest

To receive any disclosable pecuniary interests from members on matters to be considered at the meeting. The disclosure should include the nature of the interest and be registered with the monitoring officer within 28 days. Members are to ensure that their Register of Interests form is kept up to date with the CDC Monitoring Officer.

### 4. Dispensations

To decide upon any dispensation requests from members received by the Clerk in respect of this meeting.

### 5. Representations from public

RESOLUTION to adjourn the meeting in order to allow members of the public to make representations, answer questions and give evidence in respect of the business on the agenda. Each member of the public is entitled to speak for 3 minutes.

- Questions / observations from members of the public

### 6. Minutes of the Previous Meeting

To approve the minutes of the Finance & Policy Committee 19<sup>th</sup> August 2021.

### 7. Matters arising

Report and receive information arising from the minutes of items not on the agenda

### 8. Capital Projects and Assets working group

To receive an update from the Capital Projects and Assets working group. The Chief Officer has sent an email request to Members of the working group to arrange a meeting.

### 9. Half Year Budget

To receive and note the half year budget.

### 10. Internal Audit

To confirm the audit process, with an Interim Internal Audit to take place in October 2021

### 11. Policies and Procedure

To receive and note the current STC Policies requiring approval.

- Information Systems Policy

## **SKIPTON TOWN COUNCIL**

**14<sup>th</sup> October 2021 6.30pm**

- Mobile Phone Policy
- Social Media Policy
- Training and Development Policy
- Terrorism Policy

### **12. Funding for training**

To vire £1000 for additional staff training

### **13. Christmas**

To approve the allocation of £200 towards the staff Christmas Meal

### **14. Notification of Business for Future Agenda**

The Clerk should be given seven clear days' notice of items for the Agenda of the next meeting although the absolute statutory minimum notice period is three clear days

**The next meeting of the Finance & Policy Committee is 16<sup>th</sup> December 2021**