

Date: Thursday 24th February 2022

To: Members of the Audit & Scrutiny Committee

Dear Councillors E Jaquin, T Barrett, G Bell, S Bentley, J Dawson, A Hickman and D Shaw

You are summoned to a meeting of the **Audit & Scrutiny Committee** which will be held in the Council Chamber **on Thursday 3rd March 2022 at 6.30 pm**

Yours sincerely,



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.

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

## **SKIPTON TOWN COUNCIL**

**3<sup>rd</sup> March 2022 6.30pm**

### **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 Audit & Scrutiny Committee 9<sup>th</sup> December 2021.

**7. Matters Arising**

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

**8. Comments from interim audit**

To receive a report from the Chief Officer

**9. Internal Control**

To confirm the Internal Control meeting is scheduled for March 9<sup>th</sup> at 11.00am

**10. Complaints Procedure**

To agree to the proposed amendments to the Complaints Procedure

#### **11. Outside Bodies**

To receive any reports from member representatives on outside bodies

#### **12. Policies and Procedures**

To review the categorising of policies into Committees and / or Full Council

#### **13. Sustainability Goals**

To discuss how the Audit and Scrutiny Committee can assist in implementing the four goals as set out by the Sustainability working group

#### **14. The Exclusion of the press and public.**

The Committee and its sub-committees will be considering business of a confidential nature, and the press and public will therefore be excluded by resolution from meetings (Public Bodies Admissions to Meetings Act 1960, s1 [2])

#### **15. Outcome of the Market Complaint**

To note an update from the Complaints Panel

#### **16. 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 Audit & Scrutiny Committee is to be confirmed**