



Skipton Town Council

7th January 2026

Agenda

Meeting: Management & Staffing Committee

Members: All Members of the Management & Staffing Committee

Dear Councillors B McDaid, W Feather, S Bentley, L Morgan, A Higgins, S Morton, P Madeley and K McIntyre

You are hereby summoned to attend an extra ordinary meeting of the Management and Staffing Committee:

Date: 13th Jan 2026

Time: 18.00 pm

Venue: The Town Council Office, Armoury House, 45a Otley Street, Skipton, BD23 1EL

The Local Government (Electronic Communications) (England) Order 2015 Para 2, amended LGA 1972

Yours sincerely,

Cllr Brian McDaid

Chairman of Management and Staffing Committee

Members of the public are entitled to attend this meeting, *by virtue of the Public Bodies (Administration to Meetings) Act 1960 s1*, as observers for those items taken in open session. Please contact the Town Council for further details if you would like to find out more.

This meeting is being held as an in-person meeting that will be recorded, Full Council meetings will also be videoed and live streamed. Recording is allowed at Council and Committee meetings please give due regard to the Councils procedure on the recordings of meetings. Please contact the Council for further information.

A copy of this agenda is available in larger print on request.

Members are reminded that in order to expedite business at the meeting and enable Officers to adapt their presentations to address areas causing difficulty, they are encouraged to contact Officers prior to the meeting with questions on technical issues in reports.

Business

2526/041 ITEM 1 – Chairmans Remarks

2526/042 ITEM 2 – Reasons for Absence

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

2526/043 ITEM 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 Monitoring Officer.

2526/044 ITEM 4 – Dispensations

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

2526/045 ITEM 5 – Representations from public

Invitation for members of the public to address the meeting. Each member of the public is entitled to speak for 3 minutes.
Questions / observations from members of the public

2526/046 ITEM 6 – 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])

2526/038 ITEM 7 – A member of the Staff’s Performance and Conduct

To receive and note an update for a member of Staff’s recent performance and to discuss a complaint received from a Councillor regarding a member of staff's conduct.

2526/040 ITEM 8 - Notification of Business for a 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.