



# Skipton Town Council

7<sup>th</sup> 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:** 13<sup>th</sup> 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.*