



# Skipton Town Council

**Thursday 13<sup>th</sup> April 2023**

**All Members of the Finance & Policy Committee**

Dear Councillors W Feather, C Harbron, R Heseltine, A Higgins, R Judge, P Madeley, K McIntyre and C Nash

You are hereby summoned to attend the next ordinary meeting of the **Finance & Policy Committee** which will be held in the Council Chamber at Skipton Town Hall, High Street, Skipton, on Thursday 20<sup>th</sup> April 2023 at 6.30pm.

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

Yours sincerely,

Mrs 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 exercises the General Power of Competence (Localism Act 2011)*

**A Copy of this agenda is available in larger print on request**

**2223/080    ITEM 1 – Chairmans Remarks**

**2223/081    ITEM 2 – Apologies for Absence**

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

**2223/082    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 CDC Monitoring Officer.

**2223/083    ITEM 4 – Dispensations**

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

**2223/084    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

**2223/085    ITEM 6 – Minutes of the previous meeting**

To resolve to approve the minutes of the Finance & Policy Committee held on the 15<sup>th</sup> March 2023.

**2223/086    ITEM 7 – Chief Officers Update from the previous meeting**

To receive and note the Chief Officers update.

**2223/087    ITEM 8 – Budget**

To receive and note the budget report to date.

To make any recommendations for virements if required.

**2223/088    ITEM 9 – Policies**

To agree and recommend to Full Council the following policies as reviewed by the Management and Staffing on the 23<sup>rd</sup> Feb 2023.

- Performance Management Policy
- Disciplinary Policy
- The Grievance Policy
- Training Policy
- Annual Leave Policy
- Sickness/Absence Policy

**2223/089    ITEM 10 – Town Hall Office Accommodation**

To consider matters relating to the lease of the office at the Town Hall, including the service and utility charges and agree on any actions to be taken.

**2223/090    ITEM 11 – Strategic Plan**

To receive an update from the Strategic Plan Working Group and confirm next steps.

**2223/091    ITEM 12 – Draft Parish Charter**

To review the draft Parish Charter and approve the Chief Officer submitting responses to the consultation questionnaire.

**2223/092    ITEM 13- 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.

Next Meeting TBC