



Skipton Town Council

22nd January 2026

Agenda

Meeting: Audit, Scrutiny and Planning Committee

Members: All Members of the Audit, Scrutiny and Planning Committee

Dear Councillors Harbron, Bentley, McDaid, Feather, Kettu, Pickard, Noland & A Heseltine
You are hereby summoned to attend an ordinary meeting of the Audit, Scrutiny and
Planning Committee:

Date: 29th January 2026

Time: 6:00 pm

Venue: Town Council Office, 45a Otley Street, Skipton, BD23 1EL.

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

Yours sincerely,

LClose

Mrs Louise Close
Clerk to the Council
louise@skiptontowncouncil.gov.uk
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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 Council's 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.

Skipton Town Council
29th January 2026 at 6.00pm

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

2526/027 ITEM 1 – Chairmans Remarks

2526/028 ITEM 2 – Reasons for Absence

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

2526/029 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.

2526/030 ITEM 4 – Dispensations

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

2526/031 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

2526/032 ITEM 6 – Minutes of the previous meeting

To resolve to approve the minutes of the meeting held on the 25th September 2025.

2526/033 ITEM 7 – Planning Applications

To consider any applications received from NYC prior to the meeting and resolve any comments to be submitted.

Full details of the Planning Applications can be found on:

<https://publicaccess.cravendc.gov.uk/online-applications/>

26/00167/FUL	8-10 Duckett Street Skipton North Yorkshire BD23 2EJ	Full planning permission for the subdivision of 1 dwelling to form 2no. dwellings
26/00198/LB & 26/00197/FUL	Alma Chambers Otley Street Skipton North Yorkshire BD23 1EH	Listed building consent for change of Use from Vacant Place of Worship (Class F1) to Offices (Class E)

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26/00016/TPO	Overdale Croft The Bailey Skipton North Yorkshire BD23 1AS	Works to a tree subject of a Tree Preservation Order No. TPO/161/2008: Cut back overhanging branch. 1no. Silver Birch
26/00334/FUL	58 Princes Drive Skipton North Yorkshire BD23 1HW	Householder permission for two storey side extension

2526/034 ITEM 8 – Planning Decisions

To note the recent planning decisions made by North Yorkshire Council.

ZA25/27377/HH	23 Carleton Avenue, Skipton, BD23 2TE	Householder permission for single storey rear extension	Approved
ZA25/27411/TPO	Ashgarth, 12 Grassington Road, Skipton, BD23 1LL	Works to trees the subject to a tree preservation order Fell 1no. T1- Ash Tree, T2- Beech Tree- Crown clean and thinned by 20%, T3- Beech Tree- Crown clean and thinned by 20%, T4- Copper Beech - Reduce by 3m, T5- Purple leaf plum- Reduce by 4m and T6- Copper Beech- Thinned by 10%	Refused
ZA25/27484/HH	3 West Bank Road, Skipton, BD23 1QT,	Householder permission for single storey rear extension and garage re- roofing	Approved

2526/035 ITEM 9 – Internal Audit [Appendix 1](#)

To receive and note the internal audit for the period Oct 2025- Dec 2025.

2526/036 ITEM 10 – Internal Control Checklist [Appendix 2](#)

To note the internal control checklist conducted by A Heseltine on the 14th January 2026.

2526/037 ITEM 11 – Scrutiny of Policies and Procedures

No policies or procedures for scrutiny were submitted by the Chair prior to the meeting. Members to resolve which two policies to scrutinise at the next meeting.

2526/038 ITEM 12 – 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.

*The next meeting of the Audit, Scrutiny and Planning Committee 30th April 2026
Planning applications will be discussed via zoom*

Agenda Item 6

**Minutes of the Audit, Scrutiny & Planning Committee meeting,
Held on 25th September 2025, 6.00 pm
Craven Community Hub, Skipton High Street**

Present: Councillor McDaid (Vice Chairman), Councillor Bentley, Councillor Kettu, Councillor M Pickard & Councillor W Feather.

Mrs L Close (Chief Officer)

2526/015 Item 1 – Chairman's Remarks

Councillor McDaid (Vice Chairman) welcomed everyone to the meeting.

2526/016 Item 2 – Reasons for absence

Councillor Heseltine and Councillor Harbron both had prior engagements, reasons accepted.

2526/017 Item 3 – Disclosures of Interest

None declared

2526/018 Item 4 – Dispensations

None requested

2526/019 Item 5 – Representations from the public

None present.

2526/020 Item 6 – Minutes of the previous meeting

Proposed by Councillor S Bentley, seconded by Councillor M Pickard, and resolved in favour that the minutes of the meeting held on the 27th of June 2025 were a true and accurate record of the meeting.

2526/021 Item 7 – Planning Applications

ZA25/27273/LBC – Fully Support.

ZA25/27078/FUL – Fully Support

ZA25/26900/FUL – The application raises no concerns for members. They are encouraged by the biodiversity being implemented, which they hope sets a precedent moving forward.

ZA25/27253/FUL – Fully supported

ZA25/27335/TPO – Fully supported

ZA25/27329/HH – Fully supported

ZA25/27322/HH – Fully supported.

2526/022 Item 8 – Planning Decisions

The recent planning decisions were received and noted

2526/023 Item 9 – Internal Audit

Proposed by Councillor M Pickard, seconded by Councillor S Bentley, and resolved in favour to receive and note the internal audit report.

2526/024 Item 10 – Internal Control Checklist

Proposed by Councillor W Feather, seconded by Councillor M Pickard, and resolved in favour to receive and note the completed internal control checklist.

2526/025 Item 11 – Scrutiny of Policies and Procedures

Proposed by Councillor B McDaid, seconded by Councillor V Kettu, and resolved in favour of accepting the policies after being scrutinised by the Committee.

The Chairman was not present at the meeting; therefore, as per the resolution at the last meeting, the committee would be advised of which policies need to be selected next for scrutiny.

2526/026 Item 12 – Notification of business for a future agenda

With no further business transacted, the meeting closed at 18.25pm.

The next meeting of Audit, Scrutiny, and Planning Committee 29th January 2026.