



Skipton Town Council

Thursday 25th January 2024

All Members of the Audit, Scrutiny and Planning Committee

Dear Councillors C Harbron, S Bentley, B McDaid, S Morton, C Nash, A Heseltine, V Kettu & M Courcier

You are hereby summoned to attend an ordinary meeting of the **Audit, Scrutiny & Planning Committee** which will be held in the Council Chamber at Skipton Town Hall, High Street, Skipton, on Thursday 1st February 2024 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

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

2324/048 ITEM 1 – Chairmans Remarks

2324/049 ITEM 2 – Apologies for Absence

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

2324/050 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.

2324/051 ITEM 4 – Dispensations

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

2324/052 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

2324/053 ITEM 6 – Minutes

To resolve to approve the minutes of the Audit, Scrutiny and Planning Committee on the 2nd November 2023 and the 23rd November 2023.

2324/054 ITEM 7 – Response from NYC Highways

To receive and note the update NYC Highways following agenda item 7 ref: 2324/032 at the meeting on the 2nd November.

2324/055 ITEM 8 - Planning and Licensing Applications

To consider the below planning applications and resolve any comments to be submitted.

Full details of the Planning Applications can be found on:

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

ZA23/25538/HH	35 Regent Drive, Skipton, BD23 1AY	First floor, side & rear extension, replacing garage
ZA24/25648/TCA	85A Keighley Road, Skipton, BD23 2NA,	1 x Cherry tree, 1 x Lime tree-remove
ZA24/25678/TCA	3 Gainsborough Court, Skipton, BD23 1QG	T1 Willow, T2 Conifer, T3 Birch & T4 Maple: Remove

To consider the below licensing applications and resolve any comments to be submitted:

Details
Grant of a Premises Licence under the Licensing Act 2003 for First Floor, 9 Sheep Street, Skipton BD23 1JH (formerly Brody's).The premises intends to trade as 'Whiskey & Wine'.
Application for the Grant of a new Premises License - Amity Place, 17 Newmarket Street
Full variation application PL0886 The Swadford Tap, 18a Swadford Street, Skipton, BD23 1RD

2324/056 ITEM 9– Residents Parking Scheme

To consider a request from a resident to support them pursuing a residents parking scheme in the Craven Street area.

2324/057 ITEM 10- Yellow Lines Rockwood Close

To consider a request from a resident to support their application to NYC to have the lower section of Rockwood close be painted with double yellow lines on the west side.

2324/058 ITEM 11- Dales Bus Service

To receive and notes the request from a member of the public regarding the Dales Bus Service and confirm that Skipton Town Council are represented and have involvement in the Local Transport Plan.

2324/059 ITEM 12– Internal Control Checklist

To receive the internal control checklist and resolve any actions to be taken.

2324/060 ITEM 13 – Internal Audit Report

To receive and note the report from the Internal Auditor and resolve any actions to be taken.

2324/061 ITEM 14 – Data Audit

To receive and note the data audit.

2324/062 ITEM 15– Scrutiny of Policies

To scrutinise and resolve any recommendations for amendments to The Data Protection Policy and Privacy Notice, Publication Scheme, Information Systems Policy, Freedom of Information Policy, Records Management Policy & Security Incident Policy

To resolve which two policies to scrutinise at the next meeting.

2324/063 ITEM 16- 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 2nd May 2024