



# Skipton Town Council

**Thursday 29<sup>th</sup> June 2023**

**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

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 6<sup>th</sup> July 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

[louise@skiptontowncouncil.gov.uk](mailto:louise@skiptontowncouncil.gov.uk)

[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**

**2324/001    ITEM 1 – Chairmans Remarks**

**2324/002    ITEM 2 – Apologies for Absence**

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

**2324/003    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.

**2324/004    ITEM 4 – Dispensations**

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

**2324/005    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

**2324/006    ITEM 6 – Minutes**

To resolve to approve the minutes of the Planning Committee held on the 12<sup>th</sup> Jan 2023 and the Audit & Scrutiny Committee held on the 2<sup>nd</sup> March 2023.

**2324/007    ITEM 7 – Internal Audit**

To scrutinise the Internal Audit report, and resolve any actions required.

**2324/008    ITEM 8 – Internal Control Checklist**

To agree which two committee members will undertake the internal control checklist, and to resolve if any amendments are required to the checklist.

**2324/009    ITEM 9 – Procurement**

To receive and note the procurement list.

**2324/010    ITEM 10 – Policy Review**

To receive the list of current adopted policies and agree on two policies to be reviewed at future meetings.

**2324/011    ITEM 11 – Process for Comments on Planning Applications**

To note the delegation of comments on planning applications in the Committee Terms of Reference, and note responses submitted since May 2023.

**2324/012    ITEM 12 – Notice of Prohibition of waiting and loading and provision of parking**

To consider the Notice of Prohibition of waiting and loading and provision of parking at Montgomery Street and Princess Crescent, and to resolve any comments to be submitted.

**2324/013    ITEM 13- Planning 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.cravendc.gov.uk/online-applications/>

Skipton Town Council  
6<sup>th</sup> July 2023 at 6.30pm

ZA23/25108/HH	166 Burnside Crescent, Skipton, BD23 2BU	Single storey infill rear extension to detached dwelling, Window and door alterations, New chimney stack, External insulating/cladding to property
ZA23/25055/HH	21 New Laithe Close, Skipton, BD23 6AZ	To place a Garden Hobby Room at the bottom of our garden. 6m(L) X 3m(W) X 2.5m(H)
ZA23/25102/HH	14 Windsor Avenue, Skipton, BD23 1HS,	Two storey side extension and single storey rear extension (replacing existing single storey rear extension). Amendments to front garden terrace
PL0259	The Wine Rack, 1 Water Street, Skipton BD23 1PQ	The proposed variation is: TO CHANGE THE OPENING HOURS AND ALCOHOL HOURS 7 DAYS A WEEK TO 0800-2300. TO REMOVE ALL EMBEDDED RESTRICTIONS. TO REMOVE THE CHRISTMAS AND GOOD FRIDAY OPENING RESTRICTIONS. TO ADD THE 'ON' FACILITY TO THE LICENCE.
ZA23/25076/FUL	20 Newmarket Street, Skipton, BD23 2HR	Proposed roof terrace to the rear of the existing Vaults bar on the first floor and addition of doorway to side on ground floor
2023/24925/HH	31 Aldersley Avenue, Skipton, BD23 2LA,	Two storey side extension

**2324/014    ITEM 14- 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.

7<sup>th</sup> September 2023