



# Skipton Town Council

**Thursday 1<sup>st</sup> October 2026**

**All Members of the Public Services Committee**

Dear Councillors, K McIntyre, P Madeley, B McDaid, C Nash, L Morgan, A Heseltine, M Pickard & S Bentley

You are hereby summoned to attend an ordinary meeting of the **Public Services Committee**

**Date:** 8<sup>th</sup> Oct 2026

**Time:** 6:30 pm

**Venue:** North Yorkshire Council Office, Belle Vue Square, Broughton Road, BD23 1FJ

*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)*

*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**

**2627/016    ITEM 1 – Welcome and Chairmans remarks**

**2627/017    ITEM 2 – Apologies for Absence**

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

**2627/018    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.

**2627/019    ITEM 4 – Dispensations**

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

**2627/020    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

**2627/021    ITEM 6 – Minutes [Pages 4-6](#)**

To approve the minutes of the ordinary Public Services Committee meeting held on the 9<sup>th</sup> July 2026.

**2627/022    ITEM 7 – Budget [Appendix 1](#)**

To receive and note the budget.

**2627/023    ITEM 8 – Community Woodland [Appendix 2](#)**

To consider a proposal from Open Aire Collective CIC to develop a community woodland using part of Middletown Recreation Ground.

**2627/024    ITEM 9 – Estate Team Update [Pages 7-8](#)**

To receive and note the Estate Team Update

**2627/025    ITEM 10 – Shade in parks and play areas**

To resolve that investigations are made into the provision of areas of shade in the parks/play areas. Item requested by Cllr Nash

**2627/026    ITEM 11 – Bog Wood Lease**

To receive a verbal update on the lease of Bog Wood to the Scouts

**2627/027    ITEM 12 – Allotment/Estate Tour**

Members who would like to have a tour of the Allotments/Estate to inform Officers so that arrangements can be made.

**2627/028    ITEM 13 – War Memorial [Pages 9-10](#)**

To receive an update on progress with the cleaning and restoring of the war memorial, and resolve what actions are to be taken in relation to project.

To note that work is in progress to seek quotes for the cleaning of the Matthew Wilson Statue, an update will be provided at the next meeting.

**2627/029    ITEM 14 – Road Sweeper [Appendix 3](#)**

To receive a proposal from Cllr Peter Madeley for the purchase of a road sweeper and associated costs, including establishing a volunteer road sweeper programme.

To resolve whether to move forward with the proposal.

**2627/030    ITEM 15 – 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])

**2627/031    ITEM 16 – Allotment Complaint [Appendix 4](#)**

To receive a complaint from an allotment tenant and resolve any actions to be taken.

**2627/032    ITEM 17 - 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 of the Public Services Committee 21<sup>st</sup> January 2027**

**Minutes of the Public Services Committee meeting, Held on Thursday 9<sup>th</sup> July 2026 at  
6.30pm at Holy Trinity Church, 1A Mill Bridge**

**Present:** Councillor K McIntyre (Chair), Councillor P Madeley, Councillor L Morgan,  
Councillor M Pickard & Councillor S Bentley  
Mrs J Dean – Deputy Clerk  
Mrs H Marsahll – Finance Manager

**2627/001    ITEM 1 – Welcome and Chairmans remarks**

Councillor McIntyre welcomed everyone to the meeting and thanked those who had attended.

**2627/002    ITEM 2 – Apologies for Absence**

Apologies and reasons for absence were accepted from Cllrs McDaid, A Heseltine and C Nash

**2627/003    ITEM 3 – Disclosures of Interest**

None

**2627/004    ITEM 4 – Dispensations**

None

**2627/005    ITEM 5 – Representations from public**

No members of the public were present

**2627/006    ITEM 6 – Minutes**

Proposed, seconded and RESOLVED to approve the minutes of the ordinary Public Services Committee meeting held on the 23<sup>rd</sup> April 2026.

**2627/007    ITEM 7 – Budget**

The budget report was presented by the Finance Manager and was received and noted.

**2627/008    ITEM 8 – Estate Team Update**

The Estate Team Update was received and noted.

Cllr Madeley asked what was happening with the play area on Sharpaw Avenue. This area is owned and managed by NYC, who have recently

conducted some consultation on this area. Cllr McIntyre will find out the results of this consultation.

**2627/009    ITEM 9 – Broughton Road Recreation Ground Equipment- Floor Vinyls**

Proposed by Cllr Madeley, seconded by Cllr Morgan and unanimously RESOLVED to move forward with the quote from Komplan, with the Council funding the remaining £80.00 required.

**2627/010    ITEM 10 – Harewood Street Light**

Proposed by Cllr Madeley, seconded by Cllr Bentley and unanimously RESOLVED to not take any further action regarding the street light at Harewood Road, and to stand by the committee decision in July 2025 to not replace the street light.

**2627/011    ITEM 11 – Botheby Wood Street Light**

Proposed by Cllr Pickard, seconded by Cllr Madeley and unanimously RESOLVED write to the residents of Botheby Wood to ascertain if residents would be willing to fund the re-connection of the electricity costing in the region of £1200.00. If the residents do not wish to pay for the reconnection, the asset will be removed at a cost of £300.00

**2627/011    ITEM 11 – Skipton War Memorial**

The Deputy Clerk updated Members on the enquiries the Conservation Officer has made in relation to the LBC application. Hirst have responded to the queries, and suggested a Teams meeting to discuss the concerns raised. It was agreed that this will be arranged.

**2627/012    ITEM 12 – Skipton War Memorial – War Memorials Trust**

Correspondence from the War Memorial Trust was circulated. The Trust may seek to have the £2200.00 grant the Council received in 2022 for cleaning the war memorial returned, as the Trust do not think that the War Memorial requires further cleaning.

Proposed by Cllr Pickard, seconded by Cllr Madeley and unanimously RESOLVED to await the outcome of the LBC application, and respond to any requests to return funding if it is received.

**2627/013    ITEM 13 – Skipton War Memorial- Item requested by Councillor Madeley**

Proposed by Cllr Madeley, seconded by Cllr Pickard and unanimously  
RESOLVED to set up a working group consisting on Cllrs Pickard, Madeley and  
Morgan to smooth running of the War Memorial project.

**2627/014    ITEM 14 – Matthew Wilson Statue**

Proposed by Cllr Madeley, seconded by Cllr Morgan and unanimously  
RESOLVED that officers are to obtain quotes for the cleaning of the Matthew  
Wilson Statue. This is to include the statue itself and the plinth, and to take  
into consideration how to keep the area around the statue cleaner.

**2627/015    ITEM 15 - Notification of Business for a Future Agenda**

- Road Sweeper proposal from Cllr Madeley
- Proposals on how to provide areas of shade in the parks/play areas
- Potential estate/allotment tour for committee members.

**Next meeting of the Public Services Committee 8<sup>th</sup> October 2026**

Skipton Town Council  
8<sup>th</sup> Oct 2026 at 6.30pm

|                          |                           |   |                           |                     |                     |
|--------------------------|---------------------------|---|---------------------------|---------------------|---------------------|
| <b>Meeting:</b>          | Public Services Committee |   |                           | <b>Date:</b>        | 08/10/26            |
| <b>Paper Title:</b>      | <b>Estates Update</b>     |   |                           | <b>Agenda Item:</b> | 9                   |
| <b>Author of Paper:</b>  | Emma Wakley               |   |                           |                     |                     |
| <b>Purpose of Paper:</b> | Information to note       | * | Draft policy for feedback |                     | Motion for Decision |

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| <b>If For Decision then give the Proposer and Seconder and the wording of the Substantive Motion that is to be considered:</b> | <p><i>Proposer:</i></p> <p><i>Seconder:</i></p> <p><i>Motion wording for the agenda:</i></p> <p>To receive and note the Estates Team update.</p> |
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| <p><b>Key points:</b></p> <p><b>To include</b></p> <ul style="list-style-type: none"> <li>- Options</li> <li>- Challenges (including risks and threats)</li> <li>- Opportunities (including income, reputation, strategic intent and wider benefits e.g. local community or environment)</li> </ul> | <p><b><u>Recreation Grounds</u></b></p> <p>New thermoplastic images have been added to Broughton Road Recreation Ground using the £500 grant awarded by Tesco Stronger Grants. We have received lovely feedback from the residents whose children have been really enjoying learning numbers through play.</p>  <p><b><u>Allotments</u></b></p> |
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Skipton Town Council  
8<sup>th</sup> Oct 2026 at 6.30pm

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|                               | <p>We currently have 7 plots vacant due to ill health and termination orders. A number of these plots need clearance before they can be re-let. The Estates Team will work through these and re-let them as soon as possible.</p> <p>We have welcomed John to the Estates Team, and he will work with Mark over the coming weeks to inspect all allotment gardens so we can ensure that these are all up to the standard required.</p> <p><b><u>Streetlighting</u></b></p> <p>Following the last PSC meeting, residents of Botheby Wood with STC040 on their street were contacted to ask whether they would be willing to contribute towards the cost of reinstating the light, which is currently out of order. If the residents did not wish to contribute, STC would fund the removal of the unit.</p> <p>The residents have decided that they would prefer to keep the unit in situ but disconnected. The lamppost is located at the end of a driveway that has recently been resurfaced by the resident, and there were concerns that removing the unit could affect the new surfacing.</p> <p>The residents have been made aware that any future repairs or removal of the unit, should this be required due to damage or deterioration, will be their responsibility to arrange and fund.</p> |
| <p><b>Recommendation:</b></p> | <p><i>Specify what outcome or response is needed from the Council/Committee to this paper or motion.</i></p> <p>The Council/Committee is recommended to:</p> <p>- Note (no discussion is required but receipt of information should be noted)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Appendices:</b></p>     | <p><i>List in numerical order.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

Skipton Town Council  
8<sup>th</sup> Oct 2026 at 6.30pm

|                   |                           |  |                           |  |                     |                              |
|-------------------|---------------------------|--|---------------------------|--|---------------------|------------------------------|
| Meeting:          | Public Services Committee |  |                           |  | Date:               | 8 <sup>th</sup> October 2026 |
| Paper Title:      | War Memorial              |  |                           |  | Agenda Item:        | 13                           |
| Author of Paper:  | J Dean                    |  |                           |  |                     |                              |
| Purpose of Paper: | Information to note       |  | Draft policy for feedback |  | Motion for Decision | x                            |

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| <b>If For Decision, then give the Proposer and Seconder and the wording of the Substantive Motion that is to be considered:</b> | <p><i>Proposer:</i></p> <p><i>Seconder:</i></p> <p><i>Motion wording for the agenda.</i></p> <p><b>To receive an update on progress with the cleaning and restoring of the war memorial, and resolve what actions are to be taken in relation to project.</b></p> |
| <b>Implications: (if needed)</b>                                                                                                | <p><i>Financial: Cost of works to the Memorial</i></p> <p><i>Staffing: n/a</i></p> <p><i>Stakeholders &amp; Reputation:</i></p>                                                                                                                                   |

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| <b>Executive Summary:</b><br><b>Why is this coming to the Council or Committee?</b> <ul style="list-style-type: none"> <li>- Context</li> <li>- Timing (why now?)</li> </ul> | <p>Following the submission of the LBC application that was required for the works to be undertaken, a meeting was held with NYC Planning and Conservation Officers, Hirst Conservation and the Chief Officer and Deputy Clerk as the Conservation Officer and the War Memorials Trust would not support the cleaning of the War Memorial.</p> <p>Recent correspondence from Hirst Conservation is below:</p> <p><i>Our conservation report and costings were based on the client brief that the war memorial requires cleaning.</i></p> <p><i>The position of both the Conservation Officer and the War Memorials Trust Conservation Officer has been consistent in that they do not support cleaning of the memorial at this time.</i></p> <p><i>Cleaning was originally included within our considerations because it formed part of the initial brief. However, having carefully reviewed the advice provided by the statutory consultees, we do not feel that we can professionally support a proposal for general cleaning at this stage.</i></p> <p><i>We are happy to support a conservation-led approach, focusing on the necessary repair and maintenance works. Any localised cleaning required to facilitate repairs</i></p> |
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*or inscription work could still be considered where justified as part of those specific interventions.*

*I appreciate that this may not be the outcome the Council had hoped for, but we have a responsibility to ensure that our recommendations reflect the advice of the War Memorials Trust and Conservation Officer.*

*Please do let me know if you would like to discuss this further. We can review the necessary conservation works.*

*With kind regards*

*Karen*

***Karen Morrissey*** ACR PG(Dip) BA(Hons)

***Head of Conservation***

Subsequently Hirst Conservation have been asked for revised details, including costings, regarding what work would be needed for repair and maintenance work. This will be circulated as soon as it is available.