



Skipton Town Council

Minutes of the Finance & Policy Committee of Skipton Town Council held in the Council Chamber, Town Hall on Thursday 19th August 2021 at 18.30pm

Those Present.

Chairman: Councillor P Madeley (Vice Chair)
Councillors: Councillor R Mahmood, Councillor C Nash
Officers: Mrs J Dean (Deputy Clerk), Mrs H Marshall (Finance Manager)

- 2122/014** **ITEM 1 – Chairman’s remarks**
Councillor Madeley welcomed everyone to the meeting and thanked them for attending.
- 2122/015** **ITEM 2 – To accept reasons for absence.**
Councillor D Painter had a prior engagement. Councillor Robert Heseltine due to a family commitment. Councillor Winston Feather due to holiday. Councillor Richard Judge was absent.
- 2122/016** **ITEM 3 – Declarations of Interest**
None declared.
- 2122/017** **ITEM 4 – Dispensations Requests**
None received.
- 2122/018** **ITEM 5 – Representations from the public**
None
- 2122/019** **ITEM 6 – Minutes of the last meeting**
Proposed by Councillor C Nash
Seconded by Councillor P Madeley
RESOLVED that the minutes of the Finance and policy committee meeting held on 17th June 2021 be accepted as a true and accurate record *(unanimous)*
- 2122/020** **ITEM 7 – Finance- Budget Headings**
Councillors received and noted the Budget Headings and the information on the matters arising from the previous minutes. Councillors thanked Officers for providing the breakdown of the Allotment costs, including the information of the staffing costs for the allotments. Councillor Madeley suggested that the Allotment Officer had been making a lot of progress on the allotments, and that it should be ensured that their time was being used in the most efficient way.
- Councillor Nash asked if the Allotments had its own insurance. The Finance Manager confirmed that the Allotments are covered by the Councils overall Public Liability Insurance.

2122/021

ITEM 8 – Market Project Manager

Proposed by Councillor C Nash

Seconded by Councillor R Mahmood

RESOLVED to transfer £8320 from the administration salary budget into the market salary budget to cover the cost of a project manager to be recruited for 6 months. *(unanimous)*

Councillor Madeley requested that copies of the contracts for the lease of the Setts outside Rackhams and Thomas the Baker are brought to this committee when they are available.

Councillor Nash asked if business rate relieve had been applied for the setts outside Rackhams, the Finance Manager confirmed that it had.

2122/022

ITEM 9 – Policies and Procedures

Councillors noted the update from the Deputy Clerk regarding the YLCA Health Check, the YLCA have received all the documentation and should be beginning to examine them in the week of the 23rd August.

Proposed by Councillor P Madeley

Seconded by Councillor C Nash

RESOLVED to adopt the following policies Child & Vulnerable Adult, Violent & Challenging Behaviour, Remote Working, Flexible Working and Lone Working. *(unanimous)*

Councillors requested further review of the Anti-Terrorism Policy, with reference to outside events and activities such as the running of the market.

Councillor Madeley asked for an update on the website. The Deputy Clerk provided an update, training is being provided to staff and Councillors will be sent a link for the site to have a further look before it is made live.

2122/023

ITEM 10 – Sustainability Goals

Councillors noted the update from Councillor Nash on the work she had been doing with the Chief Officer and Events & Tourism Manager on the Sustainability Goals.

Some goals had been achieved, and others needed further review and actions agreeing. Councillor Madeley expressed the importance of being able to measure any actions taken.

Next steps were for the Deputy Clerk and Chief Officer to allocate actions to the relevant committee, and for them to feedback progress.

One of the Goals mentioned the Ambassador Scheme, a discussion followed on how this scheme had not been running during Covid. Councillor Ruksana Mahmood suggested that the scheme be an Agenda Item at the next Events & Tourism Committee Meeting.

2122/024

ITEM 11 – Capital Projects Working Group

There are no updates from the previous meeting. Councillors asked that a further invite to join a Capital Projects working group be sent to all Councillors.

2122/025

ITEM 12- Reorganisation of local government

Proposed by Councillor P Madeley

Seconded by Councillor C Nash

RESOLVED to form a working group of 5 members to ensure that any assets belong to the Town do not leave following the proposed reorganisation. All Councillors should be asked if they would like to put themselves forward, and an item should be brought to the next Full Council to agree the remit of the working group.

The Chief Officer to seek the advice from other authorities such as Dorset and Cornwall on how they navigated the process.

2122/013

ITEM 13 – Notification of Business for Future agendas

None

The meeting was closed at 19.50pm