



# Skipton Town Council

## Minutes of the Public Services Committee meeting of Skipton Town Council held in the Council Chambers on Thursday 6<sup>th</sup> January 2022

### Those Present.

Chairman: Councillor D Shaw  
Councillors: Councillor E Jaquin, P Madeley, Councillor R Mahmood, Councillor K McIntyre & Councillor C Nash  
Officers: Mrs L Close (Chief Officer) Mr M Robinson (Estate Supervisor), Miss S Lawson (Allotment Officer)  
Public: Ms D Hennessey (Broughton Road Allotment Association)  
Mrs Lesley Tate (Craven Herald)  
2 members of the public

2021/049

### ITEM 1 – Chairman’s remarks

Councillor Shaw wished everybody a Happy New Year and a warm welcome to the meeting and thanked them for attending.

2021/050

### ITEM 2 – Apologies for Absence

None received  
Councillor R Judge was absent

2021/051

### ITEM 3 – Disclosures of Interest

None declared.

2021/052

### ITEM 4 – Dispensations Requested

None requested.

*At this point Councillor R Judge joined the meeting*

2021/053

### ITEM 5 - Representations from public

Councillor P Madeley wanted to express deep condolences to the family that had suffered a tragic loss just before Christmas. Our thoughts and prayers were with them all.

The treasurer from the Broughton Road Allotment association spoke regarding the tenancy agreement and stated that it was too long, had points that were not necessary and was not fit for purpose. He asked if the new agreement could be passed to the association for their thoughts to be gathered.

It was also advised that a Spring event would be held outside the Town Hall to raise awareness of allotments and to showcase some produce. It was confirmed that this would be supported by officers and Councillors and the date, once fixed, would be circulated.

2021/054

### ITEM 6 – Minutes of the previous meeting

Proposed by Councillor P Madeley  
Seconded by Councillor K McIntyre

Councillor C Nash confirmed that she had submitted apologies for the last meeting.

**RESOLVED** that with the amendment, the minutes of the Public Services Committee meeting held on 28<sup>th</sup> October 2021 and the extra are a true and accurate record.

*(unanimous)*

**2021/055**

**ITEM 7 – Matters Arising**

Wildflowers – It was confirmed that there was to be a drop-in session held on Saturday 15<sup>th</sup> January, to invite volunteers and groups to register their interest in being involved with this project.

Councillor P Madeley advised that he believed the allotment officer should lead this project and this committee should make the funding available to pay her extra for this.

Councillor Nash advised that the allotment officer had her job completing the allotment work and that the civic society had set up a subgroup for a greener Skipton and this was something that would be of interest for them.

Councillor Madeley confirmed that he would ask the Chair to call a meeting after the 15<sup>th</sup> to discuss this further.

Coach Street toilets – it was confirmed to Councillor R Judge that rent is not paid for the toilets.

**2021/056**

**ITEM 8 – Budget**

The budget was received and noted

Grass cutting was discussed, it was advised that the grass cutting on behalf of NYCC should be reimbursed at the appropriate cost and the Town Council should not be subsidising this.

Proposed by Councillor R Judge

Seconded by Councillor K McIntyre

**RESOLVED** that the Chief Officer and Chairman of the Committee enter discussions with NYCC regarding grass cutting and the amount that is paid for this service. *6 in favour, 1 against as the grass should not be cut.*

The burial ground budget was discussed. Councillor P Madeley apologised for his comments at a previous meeting as he presumed the allocated budget of 10k was an actual spend figure and not a budget heading.

Councillor P Madeley discussed the allotment charges. It was resolved that a full review of the allotment budget would be held at the budget meeting.

Councillor E Jaquin advised that investment into the allotments had increased with the appointment of the allotment officer.

**2021/057**

**ITEM 9 – Allotment Future Vision**

The Allotment Officer circulated the Allotment vision that had been prepared.

The vision was discussed, and the allotment officer asked if a casual member of staff could be employed to help measure the allotment plots. Councillors felt that volunteers would be able to assist the officer with this task.

Water butts and the allotments being peat free were items that needed to be added into the vision.

The allotment officer discussed a forthcoming 'skip' day that would be ran as an open event with volunteers helping on the day. This was unanimously supported.

Proposed by Councillor R Judge

Seconded by Councillor P Madeley

**RESOLVED** to adopt the Allotment Vision (unanimous)

2021/058

**ITEM 10 – Church Wall**

Information was circulated from Holy Trinity Church prior to the meeting. Councillor Madeley advised that the Council had been revisiting this matter for the previous 8 years and he confirmed that the council were responsible for the repair of the wall not the moving of it.

The Chief Officer confirmed that the information was based on the moving of the wall and for no other proposals.

Various discussions were then held about liability and repair.

Councillor C Nash confirmed that they needed to make a decision as they were in receipt of a legal opinion and that was one of liability for repair.

Councillor Shaw felt that we should not repair as the Church had enough money. Councillor Jaquin asked if we could refer to insurance and then bring to full council.

Proposed by Councillor C Nash

Seconded by Councillor R Mahmood

**RESOLVED** that moving the wall was not an option and that the Council accept that they are responsible for the repair of the wall.

*5 votes in favour and 2 abstentions*

It was confirmed the next steps would be for the Chief Officer to produce the tender documents for the quotes and costs involved to repair.

2021/059

**ITEM 11 – Bench Request**

Quotations for additional benches was circulated. Councillor Jaquin asked if one of the benches located along the Bailey could be relocated to Pasture Close.

Proposed by Councillor E Jaquin

Seconded by Councillor P Madeley

**RESOLVED** to relocate a spare bench out of Town Council stock, if possible, if not, the Chief Officer was given delegated powers to order a new one. (unanimous)

2021/060

**ITEM 12 – Statues and Memorials**

Councillor Shaw advised he was ashamed at the state of the war memorial, he felt it was shabby and very disrespectful.

Councillor E Jaquin advised that it was cleaned annually and there should be a report in the office.

The estates supervisor advised that the estates team couldn't clean the memorial with chemicals.

Proposed by Councillor R Judge

Seconded by Councillor R Mahmood

**RESOLVED** that the Chief Officer would apply to the War Memorial Trust for a grant to have the memorial professionally cleaned.

*(unanimous)*

2021/061

**ITEM 13- Broughton Road Allotment Complaints**

Using Standing Order, no 10 a (xi) Members unanimously **RESOLVED** to move into private session and to exclude the Press and Public to discuss Item 18. (Public Bodies Admissions to Meetings Act 1960, s1 [2]).

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2021/048

**ITEM 26- Notification of Business for future agenda**

Items raised for next agenda were:

With no further business discussed the meeting was closed at 20:23pm

**The Next Meeting is to be held on the 7<sup>th</sup> April 2022 at 6.30pm**