Minutes of the Finance & Policy Committee of Skipton Town Council held in the Council Chamber, Town Hall on Wednesday 15th March 2023 at 18.30pm

Those Present.

Chairman: Councillor C Nash
Councillor R Heseltine, Councillor C Harbron, Councillor K McIntyre & Councillor R Judge

Officers: Mrs L Close (Chief Officer), Mrs H Marshall (Finance Manager)
0 member of the public

2223/065 **ITEM 1 – Chairman's remarks**
Councillor C Nash welcomed everyone to the meeting although it was disappointing that there was not full attendance of members and she urged members to let the officers know if they could not attend.

2223/066 **ITEM 2 – To accept reasons for absence.**
Councillor P Madeley would arrive later, & Councillor A Higgins (prior engagements)
Reasons accepted.

2223/067 **ITEM 3 – Declarations of Interest**
None declared.

2223/068 **ITEM 4 – Dispensations Requests**
None received.

2223/069 **ITEM 5 – Representations from the public**
None

2223/070 **ITEM 6 – Minutes of the previous meeting**
The minutes of the meeting held by Finance and Policy Committee on 15th December 2022 were unanimously resolved as a true and accurate record, proposed by Councillor K McIntyre.

2223/071 **ITEM 7 – Chief Officers Report**
The Chief Officer's report was received and noted.

2223/072 **ITEM 8 – Budget Report**
The budget report was received and noted with no further virements or recommendations.

2223/073 **ITEM 9 – Community Grants Scheme**
Councillor Nash asked committee to consider making a small grant scheme at the next budget meeting for 2024 precept. Councillor

Chairman's signature ……

Heseltine gave an update of his knowledge and Councillor Judge advised he thought it was worth considering for the next precept. Proposed by Councillor Nash to consider this request at the 2024 budget setting, **RESOLVED in favour.**

2223/074 **ITEM 10 – Policies**

The following policies were reviewed.

- Play Area Inspection and Maintenance
- COSHH Policy
- PPE Policy
- Working at Height Policy
- Tree Policy

With an amendment to be made to the tree policy to include 'damage to our own property as well as adjoining property', the policies were **RESOLVED** to be accepted.

Councillor R Heseltine left the meeting.

2223/075 **ITEM 11 – Remit of Committees**

Information was circulated regarding the committee's structure and new vision for 2023.
RESOLVED to make the following recommendations to Full Council and to bring them back to the next F&P meeting for review.
Audit and Complaints Committee to include Scrutiny and be joined with Planning.
A Sub Committee from this committee to be made for Planning with a Ward representation balance.
Management and Staffing Committee to meet an hour before each full council meeting.
Amalgamate Events and Market Committees keeping staff and budgets separately managed. Move meetings to every 2 months.
Include the strategic plan to the Finance and Policy Committee terms of reference.

2223/076 **ITEM 12 – Market Lease**

The legal costs for the Market Lease were noted and confirmed they would be assigned from the market budget.

2223/077 **ITEM 13 – Exclusion of Press and Public**

Not resolved as not needed.

2223/078 **ITEM 14 – Administration Costs**

The costs for the last 5 years were circulated and reviewed with no further actions.

Chairman's Initials……

2223/079 **ITEM 15 – Notification of Business for a future agenda**
Committee structure and Terms of Reference.

The meeting was closed at 20.09pm
The next committee meeting of Finance and Policy Committee is 20th April 2023

Chairman's Initials……