



Skipton Town Council

Minutes of the Management and Staffing Committee Meeting of Skipton Town Council held in the Town Hall meeting room on Thursday 15th June 2023 at 5.30pm

Those Present.

Chairman: Councillor B McDaid
Councillor A Higgins, Councillor L Morgan, Councillor K McIntyre, Councillor S Bentley & Councillor W Feather
Officers: Mrs L Close (Chief Officer)

2324/001 ITEM 1 – Mayors Remarks

Councillor McDaid welcomed everyone to the meeting.

2324/002 ITEM 2 - To accept apologies for absence.

Councillor Madeley sent apologies as he had work commitments - Accepted.
Councillor R Judge was absent with no reasons submitted.

2324/003 ITEM 3 – Disclosures of Interest

None declared.

2324/004 ITEM 4 – Dispensations Requests

None received.

2324/005 ITEM 5 – Representations from the Public

No public were present.

2324/006 ITEM 6 – The Exclusion of the press and public

RESOLVED to exclude press and public from the meeting due to the confidential nature of the business to be transacted.

2324/007 ITEM 7 – Minutes

It was noted that ideas needed to be brought forward for the Team Building day.

Proposed by Councillor McDaid, seconded by Councillor K McIntyre and unanimously **resolved** that the minutes from the meetings held on Staffing Committee held on the 23rd of February and the 6th of March were a true record.

2324/008 ITEM 8 – General Staffing update

A general update was given regarding staff. Thanks were passed to the Market Officer for organising the Youth Market. The Chief Officer needed to have an appraisal with the Chair of Management and Staffing and the Mayor.

2324/009 ITEM 9 – Events Manager

Proposed by Councillor B McDaid and seconded by Councillor W Feather, and unanimously **resolved**, to give the Chief Officer the delegated authority to obtain advice from the HR consultant regarding the Events Administration Officer to receive an acting up package for 6 months, whilst be mentored by the Chief Officer to cover the role of Events and for this to be reviewed at the

end of the year. All information would be circulated to the Committee members beforehand.

With no further business to be transacted the meeting was closed at 17.58pm.

The next Committee meeting would be held on 17th August 2023.