



# Skipton Town Council

## Minutes of the Ordinary Meeting of Skipton Town Council held in the Council Chambers on Thursday 18<sup>th</sup> January 2024, 7.00pm

### Those Present.

Chairman: Councillor S Bentley (Mayor)  
Councillor P Madeley (Deputy Mayor)  
Councillor K McIntyre, Councillor B McDaid, Councillor D Noland,  
Councillor S Morton, Councillor C Nash, Councillor R Judge,  
Councillor V Kettu, Councillor R Heseltine, Councillor C Harbron,  
Councillor A Heseltine, Councillor L Morgan & Councillor W Feather

Officers: Mrs J Dean (Deputy Clerk),  
Mrs H Marshall (Finance Manager)  
Mr Toby Garbutt (Events Supervisor)

3 members of Craven College to conduct the filming of the Meeting.  
Lesley Tate- Craven Herald

### .2324/107 ITEM 1 – Welcome

The Mayor welcomed everyone to the meeting, and gave a brief run through of events she had attended since the last meeting.

The list of events attended by the Mayor was received and noted.

Cllr Madeley made the following statement- I would like to apologise for my behaviour at the first budget meeting in December, it was not acceptable and I apologise to everybody including the staff.

Cllr Madeley wished to play a section of the speech about peace made at Mohammed Ali's funeral- this was played for Members to watch.

### 2324/108 ITEM 2 – Apologies for absence

Apologies for absence were received from Cllr A Higgins due to work commitments.

It was **RESOLVED** to accept the reasons of absence.  
Councillor M Courcier was absent.

The attendance record was received and noted.

**2324/109 ITEM 3 – Disclosures of Interest**

None received.

**2324/110 ITEM 4 – Dispensations**

None received.

**2324/111 ITEM 5 – Representations from public**

No representations were made.

**2324/112 ITEM 6– Minutes**

Proposed by Councillor C Harbron, seconded by Councillor B McDaid and **RESOLVED** to approve the minutes of the Full Council Meeting held on 18th December 2023 as a true and accurate record of the meeting *(12 in favour)*

**2324/113 ITEM 7 – Reports and Minutes from Committee and Sub committees Meetings**

Proposed by Councillor K McIntyre, seconded by Councillor L Morgan and **RESOLVED** to accept the minutes of the Public Services Committee 21st September 2023 *(12 in favour)*

**2324/114 ITEM 8- Chief Officers Update**

The update from the Chief Officer regarding issues raised was received and noted.

Councillor Morgan asked for clarification on why North Yorkshire Council do not provide recycling bins on the High Street. The Chief Officer will circulate further information on this.

**2324/115 ITEM 9- Finance**

The Bank Reconciliation, the Bank Statements, the schedule of payments / receipts and the budget were received and noted.

**2324/116 ITEM 10 – Committee Member Substitution**

Proposed by Cllr P Madeley, seconded by Cllr C Nash to consider the appointment of substitute members of committees with full voting rights, and a list of the substitute members be held by the clerk. If clerk has a list of substitutes when a member gives apologies and reasons for absence from a meeting the clerk can inform the substitute, if the councillor has not already done so, to come along to the meeting.

Members discussed the proposal of appointing substitute members for committees. Cllr P Madeley stated that the purpose was to ensure meetings were quorate, and that this was to agree to the use of substitutes in principle with further detail to be provided.

Cllr C Nash stated that this should be part of the annual meeting in May, where substitutes be agreed along with approving committee members.

Standing order 4dv allows for substitutes, with substitutes agreed in advance with 7 days' notice. Cllr Noland felt that 7 days' notice did not allow for absence due to illness.

Cllr S Morton would have liked to have more information on the number of meetings that have been affected by low attendance.

Members of Finance cannot substitute for Members of Audit as per the committee terms of reference.

The Deputy Clerk advised that as each committee has 8 members, there are 8 possible substitutes.

Cllr S Morton proposed an amendment that the list of substitutes are agreed in advance. This was seconded by Councillor C Harbron. With 5 votes in favour and 6 against the amendment to the motion was not supported.

Proposed by Cllr P Madeley, seconded by Cllr C Nash and **RESOLVED** to appoint substitute members of committees with full voting rights, and a list of the substitute members be held by the clerk. If clerk has a list of substitutes when a member gives apologies and reasons for absence from a meeting the clerk can inform the substitute, if the councillor has not already done so, to come along to the meeting. *(12 in favour, 1 against)*

### **2324/117 ITEM 11- Finance Committee & Management and Staffing Committees**

Proposed by Councillor P Madeley and seconded by Councillor C Harbron to resolve to reduce Finance and staffing meetings by 50% and for the Chair and Vice Chair to call extra meetings if needed.

Cllr Madeley outlined his reasons for proposing the motion.

Cllr C Nash stated that she opposed this motion as it could result in more extra-ordinary meetings.

Cllr R Heseltine stated that if a meeting had no business to discuss then the proper action would be to cancel the meeting. Reducing the committees would reduce member involvement.

Cllr McDaid suggested that further thought could be given to the Committee Structures and frequency of meetings at the annual meeting in May.

Cllr P Madeley withdrew his proposal, with the agreement of the seconder Cllr C Harbron.

### **2324/118 ITEM 12-Cashless Markets**

Proposed by Councillor P Madeley and seconded by Councillor W Feather to resolve to move the market to a cashless operation by April 2024.

Councillor Madeley outlined the reasons for his proposal, which included the reduction of cash handling by staff.

Cllrs R Heseltine and Cllr B McDaid said that full consultation should be done with traders to gain their opinions.

Cllr C Nash asked if this was an operational decision to make.

The Deputy Clerk advised this was a motion requested by a Member, not a recommendation from officers.

Cllr McIntyre asked for detail on how many traders pay in cash now, the Finance Manager reported that more than 50% already by via BACs or Card. Further details could be provided.

Cllr C Harbron proposed an amendment to include- subject to a full consultation exercise between now and April. This amendment was seconded by Councillor Morgan and was passed with 13 votes in favour.

**RESOLVED** to move the market to a cashless operation subject to a full consultation exercise between now and April.

*(9 votes in favour, 2 against)*

**2324/119 ITEM 13- Christmas Lights Tender**

Cllr S Morton requested if timers could be used so that the lights are not on 24hrs a day. Cllr Nash requested an energy statement from the contractors.

Proposed by Councillor R Judge, seconded by Councillor P Madeley and **RESOLVED** to approve the Tender Process for the Christmas Lights. *(11 in favour, 2 abstentions)*

**2324/120 ITEM 14- Double Devolution- Business Case**

The public toilets in the Town Hall Car Park were discussed. NYC have not yet provided any details of the costs for maintaining the toilets. Cllr Noland suggested that in the future the council may consider taking them on if renovations have been completed on the toilets.

Business cases will be progressed for the Ginnel Woods and the Canal Basin.

Proposed by Councillor R Hesletine, seconded by Councillor P Madeley and **RESOLVED** to not progress to full business case for the Public Toilet block in the Town Hall Car Park.

*(11 in favour, 1 against)*

**2324/121 ITEM 15- License for the use of the office at Belle Vue**

Members were provided with details of the license provided by NYC for the use of the office for 3 staff at Belle Vue.

Cllr McDaid stated that we have no timescales and no realistic alternatives proposed by NYC, and the Council has a duty of care to its staff.

Cllr Nash stated that it should be the Councillors pressing the case with North Yorkshire Council.

Information is needed on timescales, and detail on what costs incurred from the need to move office will be covered by NYC.

Cllr R Heseltine will arrange a meeting with Cllr Soloway, Cllr Noland, Cllr Lis and Richard Flinton with the Chief Officer. The Deputy Clerk will ask the Chief Officer to contact Cllr R Heseltine to arrange this.

Proposed by Councillor P Madeley, seconded by Councillor R Judge and **RESOLVED** to give authority to the staff to find alternative accommodation as soon as possible. (*Unanimous*)

Councillor McDaid left the meeting.

As the time was approaching 9pm, Councillor Nash proposed that the Standing Orders were set aside for the remainder of the meeting to allow the meeting to continue for a maximum of 15 minutes. This was unanimously resolved.

**2324/122 ITEM 16– North Yorkshire Councillors**

Councillor Heseltine updated the Council that North Yorkshire Council's budget setting process was progressing, and that North Yorkshire Council was in a sound financial position.

**2324/123 ITEM 17- Community Safety**

As Councillor McDaid had needed to leave the meeting an update would be given at the next meeting.

**2324/124 ITEM 18- Outside Bodies**

No updates had been received from representatives of outside bodies.

**2324/125 ITEM 19- Ripon Cathedral Rural Forum**

Proposed by Councillor Heseltine, seconded by Councillor K McIntyre and **RESOLVED** that the Council to become a member of the Ripon Cathedral Rural Forum, with Councillor R Heseltine as the nominated representative. (*Unanimous*)

**2324/126 ITEM 20- Contacts for Staff**

Proposed by Councillor C Harbron, seconded by Councillor W Feather and **RESOLVED** to confirm that all staff are employed under an appropriate contract.

**2324/127 ITEM 21-Local Council Award Scheme**

Proposed by Councillor C Nash, seconded by Councillor C Harbron and **RESOLVED** that all documentation and information is in place

for the Council to apply for the Foundation Award on the Local Council Accreditation Scheme

**2324/128 ITEM 22- Notification of Business for a Future Agenda**

Councillor R Judge requested that an Ice Rink for this year be considered by Full Council.

The Meeting Closed at 21:04pm

The next meeting of Full Council is the 14th of March 2024