



Skipton Town Council

**Minutes of the Management and Staffing Committee Meeting of Skipton Town Council
held in the Town Hall meeting room on Management & Staffing Committee Tuesday
13th February 2024 at 5.30pm**

Those Present.

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

2324/029 ITEM 1 – Chairman Remarks

Councillor B McDaid welcomed everyone to the meeting.

2324/030 ITEM 2 - To accept apologies for absence.

Councillor A Higgins who was working.
Councillor R Judge was absent.

2324/031 ITEM 3 – Disclosures of Interest

None declared.

2324/032 ITEM 4 – Dispensations Requests

None received.

2324/033 ITEM 5 – Representations from the Public

No public were present.

2324/034 ITEM 6 – The Exclusion of the press and public

No press or public present.

2324/035 ITEM 7 – Minutes

Proposed by Councillor B McDaid, seconded by Councillor P Madeley and
unanimously **resolved** that the minutes held 19th October 2024 were a true
and accurate record.

2324/036 ITEM 8 - General Staffing update

A general update was given regarding staff.
It was confirmed that staff appraisals had been completed. Timesheets,
overtime and or lieu hours were circulated with no queries raised.
The market officer had settled in very well.
His contract would be extended for 1 month until after the next meeting when a
new contract would be resolved.

2324/037 ITEM 9 – Event Team update

An update given on the event team was given by the Chief Officer. The
ongoing working relationship between the events team would be closely
monitored and supported.

2324/038

ITEM 10 – Update of staff accommodation and Staff Welfare

The Chief Officer advised the meeting that she had found alternative premises for the Town Council, however she was now waiting for Solicitors to arrange the heads of terms.

Councillor Madeley advised that North Yorkshire Council should pay all cost concerning moving from the Town Hall space. Councillor McDaid raised the fact that North Yorkshire had not acknowledged this situation or apologised for the lack of response.

Councillor Bentley asked if the meeting had taken place that Councillor Heseltine confirmed he would arrange, it was confirmed that this had never taken place and a response to this request had not been given.

With no further business to be transacted the meeting was closed at 18.12pm

The next Committee meeting would be held on 18th April 2024
Items for future agenda – Team building / progression day