



Skipton Town Council

Minutes of the Management and Staffing Committee Meeting of Skipton Town Council
held at the Council Offices, Otley Road, Skipton
Thursday 12th February 2026 at 5.30 pm

Those Present.

Chairman: Councillor S Morton (Vice Chairman), Councillor K McIntyre, Councillor L Morgan, Councillor W Feather & Councillor P Madeley.

Officers: Mrs L Close (Chief Officer),

2526/041 ITEM 1 – Chairman's Remarks

Councillor S Morton, Vice Chairman, welcomed everybody to the meeting and thanked members for attending.

2526/042 ITEM 2 - To accept reasons for absence.

Councillor A Higgins & Councillor S Bentley were absent.
Councillor B McDaid had a prior work engagement – reasons accepted.

2526/043 ITEM 3 – Disclosures of Interest

None declared.

2526/044 ITEM 4 – Dispensations Requests

None received.

2526/045 ITEM 5 – Representations from the Public

There were no members of the public present.

2526/046 ITEM 6 – Minutes of the previous meeting

Proposed by Councillor K McIntyre, seconded by Councillor P Madeley, and resolved in favour that the minutes of the Management and Staffing Committee meeting held on 16th October 2025 and 13th January 2026 were a true and accurate record of that meeting.

2526/048 ITEM 7 – The Exclusion of the press and public

None present.

2526/049 ITEM 8 – General Staffing Update

Apart from juggling winter illnesses, generally all Staff were well.

2526/050 ITEM 9 – Disciplinary Process

An investigatory report was received regarding staff conduct. Proposed by Councillor W Feather, seconded by Councillor L Morgan, and resolved in favour that there was a case to be answered, and as per the disciplinary policy, a sub-committee of 3 would be formed. This consisted of Councillor B McDaid, Councillor W Feather, and Councillor P Madeley.

2526/051 ITEM 10 – Notification of Business for a Future Agenda.

None at the time of the meeting.

With no further business to be transacted, the meeting was closed at 18.05pm