



## ORDINARY MEETING OF THE COUNCIL

**Belle Vue Square Offices, Belle Vue Suite, Skipton  
Tuesday, 26 April 2022 at 6.30pm**

**Please note the following advice in advance of the meeting:**

Whilst there is no longer a legal requirement to wear a face covering or continue to social distance, please be considerate towards the wellbeing of others.

Anyone showing Covid symptoms or feeling unwell, are asked not to attend an in-person meeting, this is in the interest of general infection control. Further guidance can be found at: <https://www.gov.uk/coronavirus>

**All Members of the Council are summoned to consider the following business**

### AGENDA

- 1. Apologies for Absence** – To receive any apologies for absence.
- 2. Minutes** – To confirm the minutes of the Council meeting held on 22 February 2022 (also included are the exempt minutes).
- 3. Public Participation** – In the event that questions are received, the Chairman will conduct the public participation session for a period of up to fifteen minutes. Where questions are asked, one related supplementary question may be permitted at the Chairman's discretion.
- 4. Declarations of Interest** – All Members are invited to declare at this point any interests they have on items appearing on this agenda, including the nature of those interests and whether they wish to apply the exception below.

**Note:** Declarations should be in the form of either:

- a **“disclosable pecuniary interest”** under Appendix A to the Code of Conduct, in which case the Member must leave the meeting room; or

- an “**other interest**” under Appendix B of the Code. For these interests, the Member may stay in the meeting room, although they must leave if membership of the organisation results in a conflict of interest.

**Exception:** Where a member of the public has a right to speak at a meeting, a Member who has a disclosable pecuniary interest or an other interest and must leave the room, has the same rights and may make representations, answer questions or give evidence, but at the conclusion of that, must then leave the room and not take part in the discussion or vote.

- 5. Chairman’s Announcements** – To receive an up to date list of civic engagements attended by the Chairman.
- 6. Calendar of Meetings 2022/23** – Attached. The Democratic Services and Scrutiny Manager to present the Calendar of Meetings for 2022/23.
- 7. Notice of Motion** – Report of the Solicitor to the Council (Monitoring Officer) attached.

Purpose of report – with reference to Council Procedure Rule 12, to enable Members to debate the Notice of Motion proposed by Councillor Solloway and seconded by Councillors Brown, Foster and Rose concerning the future of Skipton Law Courts.

- 8. Statement from the Leader of the Council** – The Leader of the Council will deliver his statement. When the statement has been made, Members will be invited to ask questions of the Leader.
- 9. Statements from Lead Members, Chairmen of Committees and Council Representatives on Outside Bodies**
  - a. Lead Members** – To receive an update from Lead Members.
  - b. Chairman of Select Committee** – The Chairman of Select Committee to report on the Committee’s work and answer any questions from Members.
  - c. Chairmen of Other Committees** – This is an opportunity for Members of the Council to ask questions of the Chairmen of the Committees listed below on any current issues, or for those Chairmen to make a statement:
    - Audit and Governance Committee
    - Licensing Committee
    - Planning Committee
    - Standards Committee.
  - d. Council Representatives on Outside Bodies** – To receive an update from Council representatives on Outside Bodies on key areas of work.
- 10. General Question / Statement Time** – This is an opportunity for Members to raise awareness of issues that may be affecting their Ward, and are of general interest or importance, by making a statement or asking a question.

(Council Procedure Rule 11.4 covers the conduct of this item. A Member must give advance notice by noon on the day before the meeting to Democratic Services of any issue to be raised. The time limit for dealing with matters under this Rule is up to 15 minutes in total, with no individual item taking more than 5 minutes. Timings may be varied at the Chairman's discretion.)

11. **Any other items** which the Chairman decides are urgent in accordance with Section 100B(4) of the Local Government Act, 1972.
12. **Date of Next Meeting** –Tuesday, 25 May 2022 at 6.30pm.

**Agenda Contact Officer:**

Vicky Davies, Senior Democratic Services Officer  
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**Recording at Council Meetings:** Recording is allowed at Council, Committee and Sub-Committee meetings which are open to the public, subject to

- (a) the recording being conducted with the full knowledge of the Chairman of the meeting; and
- (b) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the Agenda Contact Officer prior to the start of the meeting. Any recording must be conducted openly and not disrupt proceedings.

**COUNCIL MEETING**

**22 February 2022**

**Present** – The Chairman (Councillor Sutcliffe) and Councillors Brockbank, Foster, Handley, Heseltine, Hull, Ireton, Jaquin, Lis, Mercer, Moorby, Morrell, Mulligan, Myers, Noland, Ogden, Pighills, Rose, Shuttleworth, Solloway, Staveley, Wheeler and Whitaker.

**Officers** – Chief Executive, Director of Services, Chief Finance Officer, Strategic Manager for Planning and Regeneration, Solicitor to the Council and Monitoring Officer, Solicitor to the Council (Deputy Monitoring Officer), Senior Democratic Services Officer, Democratic Services and Scrutiny Officer and Democratic Services and Scrutiny Manager.

Start: 6.40pm

Finish: 8.30pm

**Apologies for Absence** – Apologies for absence were received from Councillors Barrett, Brown, Harbron, Madeley, Metcalfe, Place and Pringle.

**Minutes –**

**Resolved** – That the minutes of the Council meeting held on 12 October 2021 were confirmed as a correct record.

**Public Participation** – There were no members of the public in attendance.

**Declarations of Interest** – Councillors Mulligan and Staveley declared an interest in relation to minute \$CL.1254 confidential Agenda Item \$10 Joint Venture Company, Craven Barnfield Regeneration Ltd and in relation to minute \$CL.1255 confidential Agenda Item \$11 Council Owned land in Skipton. Councillor Lis declared an interest in relation to minute CL.1248, Agenda Item 9 Langcliffe Quarry Enterprise Centre - Broadband Connectivity. The Members left the meeting at the start of these items and did not vote.

CL.1244

**CHAIRMAN'S ANNOUNCEMENTS**

The Chairman, Councillor Sutcliffe, reported that Covid is still having an impact and unfortunately, several civic engagements were cancelled.

CL.1245

**RECOMMENDATIONS FOR CONFIRMATION**

Recommendations of Policy Committee held on 1 February 2022 were submitted.

For each minute, the motion was proposed and seconded "That the recommendations in the minute are confirmed".

- POL.1171 – Revenue Budget 2022/23 and Medium Term Financial Plan (MTFP) (including the Capital Strategy).

**Resolved** – That the recommendations at Minute POL.1171 are confirmed.

- POL.1172 – Capital Programme 2022/23.

**Resolved** – That the recommendations at Minute POL.1172 are confirmed.

- POL.1173 – 2022/23 Treasury Management Strategy Statement, Minimum Revenue Provision Statement and Annual Investment Strategy

**Resolved** – That the recommendations at Minute POL.1173 are confirmed.

- POL.1174 – Pay Policy Statement 2022/23.

**Resolved** – That the recommendations at Minute POL.1174 are confirmed.

Recommendations of Licensing Committee held on 25 January 2022 were submitted.

For each minute, the motion was proposed and seconded “That the recommendations in the minute are confirmed”.

- LIC.253 - Licensing Act 2003 – Review of Statement of Licensing Policy

**Resolved** – That the recommendations at Minute LIC.253 are confirmed.

CL.1246

### **COUNCIL TAX LEVELS 2022-23**

The Chief Finance Officer (s151 Officer) submitted a report in relation to the Council Tax requirement for 2022-23.

Councillor Mulligan, Lead Member for Finance thanked the Chief Finance Officer (s151 Officer) and his team for all their hard work. This will be the last budget for Craven District Council, and there was much to be proud of. Despite some challenges, the Council continues to balance the budget whilst still successfully delivering major projects, such as Skipton Town Hall refurbishment, Shared Ownership Scheme, Skipton Gateway Project, and Otley Street Gateway.

Members thanked the Finance Team and the Leader of the Council for keeping them fully informed.

Councillor Noland requested that in recognition of the strong financial position that the Council is in, he would like to move an amendment to the proposed Revenue Budget 2022/23 to double the Ward Member Grants from £1000 to £2000 per Member. This was seconded by Councillor Solloway.

**Resolved** – That Ward Member Grants remain at £1000 per Member.

The following motions were voted on:

- 1) That the recommendations contained in Minute POL.1171 (Revenue Budget 2022-23 and Medium Term Financial Plan (MTFP) (including the Capital Strategy) as set out below are confirmed:**

- 1) That the revenue budget assumptions as detailed in the report submitted are noted.
- 2) That the revenue budget for 2022/23 of £8.935m detailed in Appendix B and the revenue growth bids of £265k as identified in Appendix C to the report are approved.
- 3) That, the Medium Term Financial Plan (Annex 1) and the Capital Strategy (Annex 2) including the contributions to/from reserves, the level of general fund working balance and the assumptions used to construct the budget are approved.
- 4) That, for 2022/2023, Council Tax is increased by £5 to £187.21 (band D equivalent) is approved.
- 5) That, the Section 25 report 'The Assessment of the Robustness of the budget and adequacy of reserves as detailed at Appendix E is noted.
- 6) That, the outcome of the budget consultation exercise as outlined in the report now submitted is noted.

**2) That the recommendations contained in the report of the Chief Finance Officer (s151 Officer) in relation to Council Tax Levels 2022-23, as set out below are confirmed:**

- 2.1 It be noted that the Council has already approved the Council Tax Base 2022/23 as detailed below:
  - (a) for the whole Council area as 23,234.41 [Item T in the formula in Section 33 of the Local Government Finance Act 1992, as amended by the Localism Act 2011 (the "Act")]; and
  - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix A.
- 2.2 Calculates that the Council Tax requirement for the Council's own purposes for 2022/23 (excluding Parish precepts) is £4,349,714.
- 2.3 That the following amounts be calculated for the year 2022/23 in accordance with Sections 31 to 36 of the Act:
  - (a) **£27,127,202** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)a of the Act taking into account all precepts issued to it by Parish Councils.
  - (b) **£21,292,779** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)a of the Act.
  - (c) **£5,834,423** being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 32(4) of the Act).
  - (d) **£251.11** being the amount at (c) above (Item R), all divided by Item T (2.1(a) above), calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
  - (e) **£1,484,709**, being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix B).

## AGENDA ITEM 2

- (f) **£187.21** being the amount at (d) above less the result given by dividing the amount at (e) above by Item T (2.1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

- 2.4 To note that the County Council, the Police and Crime Commissioner and the Fire and Rescue Service have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below.

That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2022/23 for each part of its area and for each of the categories of dwellings.

### **Valuation bands**

#### **Craven District Council**

<u>BAND A</u>	<u>BAND B</u>	<u>BAND C</u>	<u>BAND D</u>	<u>BAND E</u>	<u>BAND F</u>	<u>BAND G</u>	<u>BAND H</u>
£	£	£	£	£	£	£	£
124.81	145.61	166.41	187.21	228.81	270.41	312.02	374.42

#### **North Yorkshire County Council**

<u>BAND A</u>	<u>BAND B</u>	<u>BAND C</u>	<u>BAND D</u>	<u>BAND E</u>	<u>BAND F</u>	<u>BAND G</u>	<u>BAND H</u>
£	£	£	£	£	£	£	£
978.23	1,141.27	1,304.31	1,467.35	1,793.43	2,119.50	2,445.58	2,934.70

#### **Police and Crime Commissioner North Yorkshire**

<u>BAND A</u>	<u>BAND B</u>	<u>BAND C</u>	<u>BAND D</u>	<u>BAND E</u>	<u>BAND F</u>	<u>BAND G</u>	<u>BAND H</u>
£	£	£	£	£	£	£	£
187.37	218.60	249.83	281.06	343.52	405.98	468.43	562.12

#### **North Yorkshire Fire and Rescue Service**

<u>BAND A</u>	<u>BAND B</u>	<u>BAND C</u>	<u>BAND D</u>	<u>BAND E</u>	<u>BAND F</u>	<u>BAND G</u>	<u>BAND H</u>
£	£	£	£	£	£	£	£
50.41	58.81	67.21	75.61	92.41	109.21	126.02	151.22

#### **Aggregate of the Council tax Requirements**

<u>BAND A</u>	<u>BAND B</u>	<u>BAND C</u>	<u>BAND D</u>	<u>BAND E</u>	<u>BAND F</u>	<u>BAND G</u>	<u>BAND H</u>
£	£	£	£	£	£	£	£
1,383.42	1,613.99	1,844.56	2,075.13	2,536.27	2,997.40	3,458.55	4,150.26

## AGENDA ITEM 2

- 2.5 The Council's basic amount of Council Tax for 2022/23 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.
- 2.6 If the formal Council Tax Resolution is approved, the total Band D Council Tax will be as follows:

	<b>2022/23 £</b>
Craven DC	187.21
North Yorkshire County Council	1,467.35
Police and Crime Commissioner North Yorkshire	281.06
North Yorkshire Fire and Rescue Service	75.61
Sub-Total	2,011.23
Town & Parish Council (average)	63.90
<b>Total</b>	<b>2,075.13</b>

- 2.7 To note the Council's Council Tax Reduction Scheme for 2022/23 remains unchanged.

### **Resolved –**

1. That in respect of Motion 1, Minute POL.1171 (Revenue Budget 2022-23 and Medium Term Financial Plan (MTFP) (including the Capital Strategy) as set out above is confirmed and adopted.

**For the Motion:** Councillors Brockbank, Foster, Handley, Heseltine, Hull, Ireton, Jaquin, Lis, Mercer, Moorby, Morrell, Mulligan, Myers, Ogden, Pighills, Rose, Shuttleworth, Solloway, Staveley, Sutcliffe, Wheeler and Whitaker. (22)

**Against the Motion:** None (0)

**Abstain:** Councillor Noland (1)

2. That in respect of Motion 2, the recommendations contained in the report of the Chief Finance Officer (s151 Officer) in relation to Council Tax Levels 2022-23, as set out above, are adopted.

**For the Motion:** Councillors Brockbank, Brown, Foster, Handley, Heseltine, Hull, Ireton, Jaquin, Lis, Mercer, Metcalfe, Moorby, Morrell, Mulligan, Myers, Noland, Ogden, Rose, Shuttleworth, Solloway, Staveley, Sutcliffe and Wheeler. (23)

**Against the Motion:** None (0)

**Abstain:** None (0)



CL.1247

**NJC PAY AWARD 2021-22**

The Chief Executive said it was very unusual to ask for approval to implement the (proposed) Pay Award in advance of agreement with the Trade Unions. It is expected to be agreed but not before April 2022. The increase in National Insurance contributions due to be introduced in April and the rise in the cost of living would mean that staff would see little financial benefit from a pay increase if it was not implemented before the new tax year. Other districts and authorities have agreed to this, and the Chief Executive asked for Member support to do the same. Members agreed that staff have worked extremely hard during the pandemic, and it was noted sickness and absence levels have decreased over the last year. The Leader of the Council moved the recommendation, and this was seconded by the Deputy Leader.

**Resolved –** That all staff will receive a Pay Award (including payment of the accrued back pay) in March 2022.

CL.1248

**LANGCLIFFE QUARRY ENTERPRISE CENTRE -  
BROADBAND CONNECTIVITY**

Members agreed that the Langcliffe Quarry Enterprise Centre plays a vital role in supporting local businesses and that access to high quality broadband connectivity is crucial if it is to succeed.

**Resolved –**

- a) That Craven District Council continues discussions with Broadband for the Rural North to make available their broadband services to the Langcliffe Quarry Enterprise Centre.
- b) That the Council includes a supplementary capital budget of £50,000 in its capital programme for the financial year 2021/22 to fund the infrastructure required to supply a gigabit fibre broadband connection to each business unit at the Langcliffe Quarry Enterprise Centre and associated costs.
- c) That delegated authority is given to the Director of Services in consultation with the Solicitor to the Council and the Strategic Manager (Financial Services) to agree terms and enter into all agreements required with Broadband for the Rural North for delivery and implementation of their infrastructure to the Langcliffe Quarry Enterprise Centre.

CL.1249

**STATEMENT FROM THE LEADER OF THE COUNCIL**

Councillor Foster, Leader of the Council, spoke of the passing of Councillor Arthur Stockdale who was the first Chairman of Craven District Council. Elections are still due to take place on 5 May and there should be an update on LGR legislation in March. Staff worked hard to support residents affected by the flooding.

Councillor Brockbank informed Members that the bus service from Bentham to Lancaster is being reduced from April 2022, which will have a negative impact on local residents. It was pointed out this was a decision made by Stagecoach and not NYCC.

Councillor Solloway asked the Leader to make sure that the message of “business as usual” is communicated to residents who may think that things are winding down as we move towards April 2023. Councillor Foster confirmed that he would look into this so that residents are aware that services are still being delivered.

Councillor Noland asked if Craven District Council could agree in principle to a circular walk in and around Skipton as a legacy project, and if this could be added as an agenda item at a future Policy Committee. Councillor Foster explained that this may be included in the Local Plan but will be brought to Policy if required.

CL.1250

**STATEMENT FROM LEAD MEMBERS, CHAIRMEN OF  
COMMITTEES AND COUNCIL REPRESENTATIVES  
ON OUTSIDE BODIES**

Councillor Myers, Vice-Chair of Policy Committee, was happy to announce that the Council has received funding from Heritage England for the Skipton Heritage Action Zone. The money will be spent on the Arts House, the internal frontage and restoration of the ginnels. Cllr Myers thanked the Officers for successfully bidding for the grant.

Councillor Staveley, Chair of Select Committee, provided an update on recent work undertaken by the Committee. At its Crime and Disorder meeting, they discussed child exploitation, county lines and grooming. Select Committee also received an update on staff absence management. He paid credit to the Officers who have worked tirelessly during the pandemic. The Committee will present an Impact of Tourism report to Policy Committee in June.

CL.1251

**GENERAL QUESTION / STATEMENT TIME**

Councillor Rose provided a statement asking the Council to consider becoming a Local Authority District of Sanctuary with an aim of supporting refugees and asylum seekers in the Craven area. It could become a legacy that will be passed onto the new authority. Councillor Foster felt that further research should be carried out before making any commitment.

Councillor Shuttleworth expressed his concern about the vacant posts in the Planning Department, which appears to be having a negative impact on the enforcement function of the Department. Councillor Foster and the Chief Executive explained the Council advertise on several platforms to try and recruit but all local authorities are experiencing a shortage of planning officers.

CL.1252

**ANY OTHER ITEMS**

There were no other items of business to consider.

CL.1253

**DATE AND TIME OF NEXT MEETING**

Tuesday, 26 April 2022 at 6.30pm.

Chairman



*The Chairman of Craven District Council*  
(Councillor Alan Sutcliffe)

**Civic Engagements**

During the period June 2021 to April 2022

**JUNE 2021**

**Monday 14<sup>th</sup> June** - Service of Licensing for Revd Dr Sue McWhinney at Kirkby Malham

**Monday 21<sup>st</sup> June** - Armed Forces Day Flag Raising Ceremony

**Sunday 27<sup>th</sup> June** - Armed Forces Day Flag Lowering Ceremony

**Sunday 27<sup>th</sup> June** – Hellifield Races at Peel Park

**JULY 2021**

**Thursday 15<sup>th</sup> July** - Annual Harrogate's Mayors Civic Luncheon at the Great Yorkshire Show

**AUGUST 2021**

**Sunday 1<sup>st</sup> August** – Yorkshire Day 2021

**Sunday 8<sup>th</sup> August** – Royal British Legion event – 100 years celebration

**Sunday 22<sup>nd</sup> August** - The Principle Trust Children's Charity –'Olympic cycle home' finish at Ilkley Rugby Club

**SEPTEMBER 2021**

**Tuesday 7<sup>th</sup> September** - Mayor of Scarborough – Scarborough Cricket Festival County Cricket Ground

**Wednesday 8<sup>th</sup> September** - RAF Menwith Hill – Civic & Community Leaders Briefing

**Friday 17<sup>th</sup> September** - Presentation to the Principle Trust Children's Charity of 25 computers ex CDC for children and schools in need

**OCTOBER 2021**

**Sunday 17<sup>th</sup> October** – North Yorkshire County Council Civic Service

**NOVEMBER 2021**

**Sunday 14<sup>th</sup> November** – Skipton Remembrance Day Parade

**DECEMBER 2021**

**No events.**

**JANUARY 2022**

**Wednesday 13<sup>th</sup> January** – Nevilles Kitchen Luncheon in Gargrave

**FEBRUARY 2022**

**No events.**

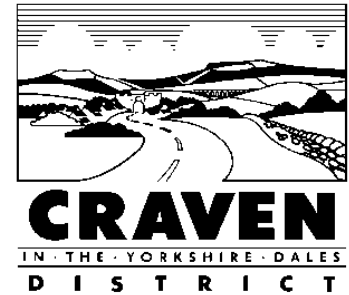
**MARCH 2022**

**Thursday 3<sup>rd</sup> March** – Community Champions Awards

**Saturday 26<sup>th</sup> March** – Lord Mayor of York Civic Dinner

**APRIL 2022**

**Wednesday 27<sup>th</sup> April** – Menwith Hill Spring Reception

**COUNCIL MEETING – 26 April 2022****Calendar of Meetings for 2022/23****Report of the Solicitor to the Council****Lead Member for Internal Services –  
Councillor Sue Metcalfe**

**Ward(s) affected:** Not applicable

**1. Purpose of Report**

1.1 To present the Calendar of Meetings for 2022/23 for Members' approval.

**2. Recommendations –**

2.1 That the Calendar of Meetings for 2022/23, as appended to this report, is approved.

2.2 That at the first meeting of the new municipal year, Committees and Sub-Committees agree the start time for their meetings for the 2022/23 municipal year.

**3. Report**

3.1 Each year, Council approves a Calendar of Meetings for the new municipal year. The Calendar of Meetings for 2022/23 is attached as an appendix to this report and is broadly based on the format for the current municipal year 2021/22.

3.2 It is important to schedule all meetings so that Members and Officers can plan ahead, something particularly necessary as we move towards the new authority.

3.3 Members are asked to note and consider the following points:

- The pressure on room availability at Belle Vue Square due to weddings, planning inquiries and other events.
- As a result of Local Government Reorganisation there is a decreased need for meetings, therefore the number of some committee meetings has been reduced.
- That Licensing and Appeals Sub-Committee and also Spatial Planning Sub-Committee meetings have been scheduled, rather than being organised when required.
- That Planning Committee site visits have been included in the Calendar of Meetings on the Wednesday the week before every meeting (as discussed at the Planning Committee on 14<sup>th</sup> March 2022).

3.4 Council authorises Committees and Sub-Committees at the first meeting of the new municipal year to agree the start time for their meetings for the remainder of the municipal year.

**4. Financial and Value for Money Implications**

4.1 No direct financial implications, although there are costs associated with the number of meetings in relation to servicing meetings, member and officer attendance.

**5. Legal Implications**

5.1 There are no legal implications arising from this report.

**6. Contribution to Council Priorities**

6.1 Not applicable.

**7. Impact on the declared Climate Emergency**

7.1 None identified.

**8. Risk Management**

8.1 There are no risk management issues associated with this report.

**9. Chief Finance (s151 Officer) Statement**

9.1 A Chief Finance Officer (s151 Officer) statement is not required for this report.

**10. Monitoring Officer Statement**

10.1 A Monitoring Officer statement is not required for this report.

**11. Equality Impact Analysis**

11.1 Meetings are currently held remotely. All meetings to be held in publically accessible venues.

**12. Consultations with Others**

12.1 Corporate Leadership Team (CLT) and Political Group Leaders.

**13. Background Documents**

13.1 There are no background documents.

**14. Appendices**

14.1 Calendar of Meetings for 2022/23.

**15. Author of the Report**

David Smith, Democratic Services and Scrutiny Officer  
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Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

# AGENDA ITEM 6

## Craven District Council Calendar of Meetings 2022-2023

	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri		
<b>May</b>	2 Bank Hol	3	4	5 Dist Elecs	6	9	10	11 Plng Site Visit	12	13	16 Plng 1.35	17 Sel	18	19	20	23	24 Ann CL 6.30	25	26	27	30	31				<b>May</b>	
<b>Jun</b>			1	2 Bank Hol	3 Bank Hol	6	7	8 Plng Site Visit Select 6.30	9	10	13 Plng 1.35	14	15	16	17	20 CSP 6.30	21 Pol 6.30	22	23	24	27 Audit 6.30	28	29 Plng Site Visit	30		<b>Jun</b>	
<b>Jul</b>					1	4 Plng 1.35	5 L+A 2.00	6	7	8	11	12 Lic 6.30	13 Select 6.30	14	15	18	19	20 Stn 6.30	21	22	25	26	27 Plng Site Visit	28	29	<b>Jul</b>	
<b>Aug</b>	1 Plng 1.35	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29 Bank Hol	30	31 Plng Site Visit			<b>Aug</b>	
<b>Sep</b>				1	2	5 Plng 1.35	6	7	8	9	12	13 Pol 6.30	14 Select CL 6.00 Select C+D 6.30	15	16	19 Audit 6.30	20 L+A 2.00	21 Parish Lias 6.30	22	23	26 CSP 6.30	27	28 Plng Site Visit	29	30	<b>Sep</b>	
<b>Oct</b>	3 Plng 1.35	4 Lic 6.30	5	6	7	10	11 CL 6.30	12	13	14	17	18	19	20	21	24	25 Pol 6.30	26 Plng Site Visit	27	28	31 Plng 1.35					<b>Oct</b>	
<b>Nov</b>		1	2 Stn 6.30	3	4	7	8	9	10	11	14	15	16 Select 6.30	17	18	21	22 L+A 2.00	23 Plng Site Visit	24	25	28 Plng 1.35	29 Pol 6.30	30			<b>Nov</b>	
<b>Dec</b>				1	2	5 Audit 6.30	6	7	8	9	12 CSP 6.30	13 CL 6.30	14 Plng Site Visit	15	16	19 Plng 1.35	20	21	22	23	26 Bank Hol	27 Bank Hol	28	29	30	<b>Dec</b>	
																										Christmas Close Down	
<b>Jan</b>	2 Bank Hol	3	4	5	6	9	10	11 Plng Site Visit	12	13	16 Plng 1.35	17 Pol 6.30	18 Select 6.30	19	20	23	24 Lic 6.30	25 Select C+D 6.30	26 Budg Brief 6.30	27	30	31				<b>Jan</b>	
<b>Feb</b>			1	2	3	6	7 L+A 2.00	8 Plng Site Visit	9	10	13 Plng 1.35	14	15	16	17	20	21	22	23	24	27	28 Pol 6.30				<b>Feb</b>	
<b>Mar</b>			1 Stn 6.30	2	3	6 CSP 6.30	7	8 Plng Site Visit	9	10	13 Plng 1.35	14	15 Select 6.30	16	17	20 Audit 6.30	21	22 Parish Lias 6.30	23	24	27	28 CL 6.30	29	30	31	<b>Mar</b>	

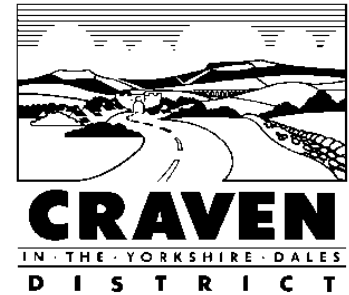
Audit	Audit and Governance Committee	L+A	Licensing and Appeals Sub-Committee	Select	Select Committee
CL	Council Meeting	Plng	Planning Committee	Select C+D	Select C&D Sub-Committee
CSP	Craven Spatial Planning Sub-Committee	Policy	Policy Committee	Stn	Standards Committee
Lic	Licensing Committee	Sel	Selection Committee		



**COUNCIL MEETING – 26 April 2022**

**Notice of Motion – Skipton Law Courts**

**Report of the Solicitor to the Council**



Ward(s) affected: All

**1. Purpose of Report**

1.1 A Notice of Motion has been submitted under Council Procedure Rule 12, proposed by Councillor Solloway and seconded by Councillors Brown, Foster and Rose, concerning the future of Skipton Law Courts.

**2. Recommendations –**

2.1 Members are recommended to deal with the motion at this meeting in accordance with one of the provisions in Council Procedure Rule 14 (Rules of Debate), attached as an appendix to this report.

**3. Report**

3.1 A Notice of Motion has been submitted, proposed by Councillor Solloway and seconded by Councillors Brown, Foster and Rose:

*“This Council is well aware of the recent trend to only consider cases at Skipton Law Courts, where Guilty pleas are made. This creates great concerns for local justice. It does not serve our local communities well, if cases where defendants plead Not Guilty, are now having to be heard at Magistrates’ Courts as far away as Harrogate, York or even Scarborough.*

*This has huge implications for all Craven residents, including vulnerable people, who now have to travel great distances for their cases to be heard. This also has a detrimental effect on local justice, given that witnesses, solicitors etc will also have the same travel and cost issues.*

***Craven District Council condemns this policy and places on record its firm believe that local justice needs to be delivered locally and that Skipton Law Courts must firmly remain a fully functioning part of the Justice system.”***

3.2 It is requested that the motion is dealt with at this Council Meeting.

3.3 The debate will be conducted in accordance with the provisions in Council Procedure Rule 14 which can involve the taking of a number of actions including:

(a) Voting on the motion as it stands

- (b) Proposing an amendment to the motion
- (c) Adopting the motion in part (as part of an amendment)
- (d) Referring the motion to another meeting for action; or
- (e) Such other action(s) as the Council may agree.

**4. Financial and Value for Money Implications**

- 4.1 None with the motion as proposed, whether it is adopted or not.

**5. Legal Implications**

- 5.1 There are no legal implications arising from this report.

**6. Contribution to Council Priorities**

- 6.1 Not applicable.

**7. Impact on the declared Climate Emergency**

- 7.1 None identified.

**8. Risk Management**

- 8.1 There are no risk management issues associated with this report.

**9. Chief Finance (s151 Officer) Statement**

- 9.1 A Chief Finance Officer statement is not required for this report.

**10. Monitoring Officer Statement**

- 10.1 A Chief Finance Officer statement is not required for this report.

**11. Equality Impact Analysis**

The Council's Equality Impact Assessment Procedure has not been followed. An Equality Impact Assessment has not been completed at this stage because the motion does not concern a Council policy, strategy, practice or function.

**12. Consultations with Others**

- 12.1 Democratic Services and Scrutiny Manager

**13. Background Documents**

- 13.1 Signed Notice of Motion.

**14. Appendices**

14.1 Council Procedure Rule 14 (Rules of Debate)

**15. Author of the Report**

Annette Moppett, Solicitor to the Council (Monitoring Officer)  
Telephone: 01756 706325 E-mail: [amoppett@cravendc.gov.uk](mailto:amoppett@cravendc.gov.uk)

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

**Council Procedure Rules****14 RULES OF DEBATE****14.1 No Speeches Until Motion Seconded**

No speeches may be made after the mover has moved a proposal and explained the purpose of it until the motion has been seconded.

**14.2 Right to Require Motion in Writing**

Unless notice of the motion has already been given, the Chairman may require it to be written down and handed to him / her before it is discussed.

**14.3 Secunder's Speech**

When seconding a motion or amendment, a Member may reserve their speech until later in the debate.

**14.4 Content and Length of Speeches**

Speeches must be directed to the question under discussion or to a personal explanation (Rule 14.13) or point of order (Rule 14.12). No speech may exceed five minutes without the consent of the Chairman.

**14.5 When a Member May Speak Again**

A Member who has spoken on a motion may not speak again whilst it is the subject of debate, except:

- to speak once on an amendment moved by another Member;
- to move a further amendment if the motion has been amended since (s)he last spoke;
- if his / her first speech was on an amendment moved by another Member, to speak on the main issue, whether or not the amendment on which he / she spoke was carried;
- in exercise of a right of reply;
- on a point of order (Rule 14.12); and
- by way of personal explanation (Rule 14.13).

**14.6 Amendments to Motions**

- a) An amendment to a motion must be relevant to the motion and will be to leave out words and / or insert or add other words; as long as the effect of the amendment is not to negate the motion. An amendment can include referring a matter to a committee.
- b) Only one amendment may be moved and discussed at any one time. No further amendment may be moved until the amendment under discussion has been disposed of.
- c) If an amendment is not carried, other amendments to the original motion may be moved.
- d) If an amendment is carried, the motion as amended takes the place of the original motion. This becomes the substantive motion to which any further amendments may be moved.

- e) If an amendment is carried, the Chairman will read out the amended (substantive) motion before accepting any further amendments or, if there are none, put it to the vote.
- f) For the purposes of Rule 14.9, the debate shall be deemed to be closed when the mover of the motion starts to reply to the debate.

**14.7 Alteration of Motion**

- a) A Member may alter a motion, of which (s)he has given notice, with the consent of the meeting. The meeting's consent will be given without discussion.
- b) A Member may alter a motion which (s)he has moved without notice with the consent of both the meeting and the seconder. The meeting's consent will be given without discussion.
- c) Only alterations which could be made as an amendment may be made.

**14.8 Withdrawal of Motion**

A Member may withdraw a motion which (s)he has moved with the consent of both the meeting and the seconder. The meeting's consent will be given without discussion. No Member may speak on the motion after the mover has asked permission to withdraw it unless permission is refused.

**14.9 Right of Reply**

- a) The mover of a motion has a right of reply at the end of the debate on the motion, immediately before it is put to the vote.
- b) If an amendment is moved, the mover of the original motion has the right of reply at the close of debate on the amendment, but may not otherwise speak on it.
- c) The mover of the amendment has no right of reply to the debate on his or her amendment.

**14.10 Motions That May be Moved During Debate**

When a motion is under debate, no other motion may be moved except the following procedural motions:

- to withdraw a motion;
- to amend a motion;
- to proceed to the next business;
- that the question be now put;
- to adjourn a debate;
- to adjourn a meeting;
- that the meeting continues beyond 3 hours in duration;
- to exclude the public and press in accordance with the Access to Information Procedure Rules; and
- to not hear further a Member named under Rule 20.3 or to exclude them from the meeting under Rule 20.4.

**14.11 Closure Motions**

- (a) A Member may move, without comment, the following motions at the end of a speech of another Member:
  - to proceed to the next business;
  - that the question be now put;
  - to adjourn a debate; or
  - to adjourn a meeting.
  
- (b) If a motion to proceed to next business is seconded and the Chairman thinks the item has been sufficiently discussed, (s)he will give the mover of the original motion a right of reply and then put the procedural motion to the vote.
  
- (c) If a motion that the question be now put is seconded and the Chairman thinks that the item has been discussed enough, (s)he will put the procedural motion to the vote. If it is passed (s)he will give the mover of the original motion a right of reply before putting his / her motion to the vote.
  
- (d) If a motion to adjourn the debate or to adjourn the meeting is seconded and the Chairman thinks the item has not been discussed enough and cannot reasonably be completed on that occasion, (s)he will put the procedural motion to the vote without giving the mover of the original motion the right of reply.

#### **14.12 Point of order**

A Member may raise a point of order at any time and the Chairman will hear it immediately. The point of order must relate to an alleged breach of these Council Procedure Rules or the law. The Member must indicate the Rule or law and the way in which (s)he considers it has been breached before being heard.

The Chairman's ruling on the admissibility of the point of order is final.

#### **14.13 Personal Explanation**

A Member may make a personal explanation at any time and the Chairman will hear it immediately. A personal explanation must relate to some material part of an earlier speech by the Member that may appear to have been misunderstood in the present debate.

The Chairman's ruling on the admissibility of a personal explanation is final.

Motion to Full Council regarding Skipton Law Courts, Cllr Andy Solloway

"This Council is well aware of the recent trend to only consider cases at Skipton Law Courts, where Guilty pleas are made. This creates great concerns for local justice. It does not serve our local communities well, if cases where defendants plead Not Guilty, are now having to be heard at Magistrates Courts as far away as Harrogate, York or even Scarborough.

This has huge implications for all Craven residents, including vulnerable people, who now have to travel great distances for their cases to be heard. This also has a detrimental effect on local justice, given that witnesses, solicitors, etc will also have the same travel and cost issues.

Craven District Council condemns this policy and places on record its firm belief that local justice needs to be delivered locally and that Skipton Law Courts must firmly remain a fully functioning part of the Justice system"

Signed

*Andy Solloway* (Cllr Andy Solloway)

*John Foster* (Cllr Foster)

*Christie Rose* (Cllr. ROSE)

*AK Brown* (Cllr Brown)

Received 6 April 2022

*Knoppett*