

ANNUAL MEETING OF CRAVEN DISTRICT COUNCIL

**Belle Vue Suite, Belle Vue Square, Skipton
on Tuesday, 21 May 2019 at 7.00pm**

(Please note that a presentation for the Craven Green Apple Awards will take place prior to the Annual Council meeting at 6.45pm with refreshments available from 6.15pm. All Members of the Council are encouraged to attend.)

Members of the Council are summoned to consider the following business

AGENDA

1. **Apologies for absence** – To receive any apologies for absence.
2. **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.

3. **Election of Councillors 2019** – Report of the Returning Officer on the results of the District Council Elections held on 2 May 2019.
4. **Chair's Address**
 - (a) Chair's Address
 - (b) Presentation to Chair's consort
 - (c) Thanks to Outgoing Chair.
5. **Election of Chair for the 2019/20 Municipal Year**
 - (a) Election of Chair
 - (b) Investiture of Chair with Insignia of Office and presentation of Past Chair's Badge
 - (d) Declaration of Acceptance of Office by new Chair
 - (e) Announcement of Chair's consort
 - (f) Chair's acceptance speech.
6. **Election of Vice-Chair for the 2019/20 Municipal Year**
 - (a) Election of Vice-Chair for 2019/20.
 - (b) Investiture of Vice-Chair with Insignia of Office.
 - (c) Declaration of Acceptance of Office by new Vice-Chair.
7. **Minutes** – To confirm the minutes of the Council meeting held on 30 April 2019.
8. **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.
9. **Chairman's Announcements** – A list of engagements attended by the Chairman is attached.
10. **Recommendations of Selection Committee** – Minutes containing recommendations for debate and confirmation by Council arising from Selection Committee on 13 May 2019.
 - Allocation of Committee Places for Committees, Sub-Committees and Panels 2019/20
 - Appointment of Member Office Holders and Member Champions 2019/20
 - Appointments to Outside Bodies 2019/20.

(Copies to follow)

11. **Recommendations for Confirmation** – Minutes containing recommendations for debate and confirmation by Council arising from meetings of Committees.

12. **Motions on Notice** – In accordance with Council Procedure Rule 12.1, the Council is asked to consider the following motion on notice:

"This Council calls upon the Government to reconsider transitional arrangements for women born on or after 6 April 1951, so that these women do not live in hardship due to pension changes that they were not told about until it was too late to make alternative arrangements."

Moved by: Councillor Andy Solloway
Seconded by: Councillor Robert Heseltine.

13. **Statement by 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.
14. **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 the Democratic Services Unit 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.)*

Agenda Contact Officer:

Guy Close, Democratic Services Manager
Tel: (01756) 706226
E-mail: gclose@cravendc.gov.uk

Recording at Council Meetings: Recording is allowed at Council, Committee and Sub-Committee meetings which are open to the public, subject to

- (i) the recording being conducted with the full knowledge of the Chair of the meeting; and
- (ii) 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 (details above) prior to the start of the meeting. Any recording must be conducted openly and not disrupt proceedings.

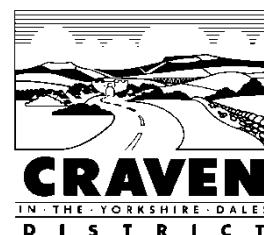
Emergency Evacuation Procedure

In case of an emergency, or if the alarm sounds, leave the meeting room and exit the building using the main doors onto the Square. If those doors are not available, please use the nearest available door.

The assembly point is in Belle Vue Square at the front of the building, nearest the main road. An officer will take a roll call once everyone is out of the building.

Please do not leave a meeting without telling the Chairman or a representative of Legal and Democratic Services.

Annual Council Meeting – Tuesday, 21 May 2019



ELECTION OF COUNCILLORS 2019

Wards affected: Bentham, Embsay-with-Eastby, Gargrave and Malhamdale, Glusburn, Skipton East, Skipton North, Skipton South, Skipton West, Sutton-in-Craven, Upper Wharfedale (by-election), West Craven.

Report of the Returning Officer

- 1 **Purpose of Report** – To report the results of the Council Elections held on 2 May 2019.
- 2 **Recommendations** – That the report is noted.
- 3 **Report**
 - 3.1 Ordinary Elections for the Craven District Council were held on 2 May 2019 to fill 10 regular Ward vacancies and 1 Ward by-election.
 - 3.2 Members were elected, as follows, for four years to May 2023:

WARD	MEMBER
Bentham	Stuart William Handley
Embsay-with-Eastby	Brian Stuart Shuttleworth
Gargrave and Malhamdale	Simon Martin Myers
Glusburn	Mark Andrew Wheeler
Skipton East	Christopher James Harbron
Skipton North	David Christopher Noland
Skipton South	Robert Geoffrey Heseltine
Skipton West	Peter Geoffrey Madeley
Sutton-in-Craven	Stephen David Morrell
West Craven	Richard John Pringle

3.3 Jacqueline Susan Metcalfe was elected in a by-election to represent Upper Wharfedale ward. The seat is next up for election in May 2020.

3.4 All elected and re-elected Members have signed the Declaration of Acceptance of Office.

4 **Implications**

4.1 **Financial Implications** – None.

4.2 **Legal Implications** – Section 83 of the Local Government Act, 2000 requires the Declaration of Acceptance of Office to be signed and returned to the proper officer before a member can take part in any official council business.

4.3 **Contribution to Corporate Priorities** – None

4.4 **Risk Management** – None

4.5 **Equality Impact Assessment** – The Council's Equality Impact Assessment does not apply

5. **Consultations with others** – None

6. **Access to Information / Background Documents** – None

7. **Author of the Report** –

Ben Nattrass, Electoral Services Manager

Telephone: (01756) 706241

E-mail: bnattrass@cravendc.gov.uk

8. **Appendices** – None

COUNCIL MEETING

30 April 2019

Present – The Chair (Councillor Hull) and Councillors Baxandall, Brown, Dawson, Foster, Heseltine, Ireton, Jaquin, Madeley, Mason, Moorby, Morrell, Mulligan, Myers, Pighills, Place, Rose, Shuttleworth, Solloway, Staveley and Thompson.

Officers – Chief Executive, Director of Services, Chief Finance Officer (s151 Officer), Strategic Manager for Planning and Regeneration, Solicitor to the Council and Monitoring Officer and Democratic Services Manager.

Apologies – Councillors Barrett, Brockbank, Harbron, Mercer, Sutcliffe, Welch and Whitaker.

Start: 7.00pm

Finish: 8.15pm

CL.1102

EXCLUSION OF THE PUBLIC

Resolved – That in accordance with the Council's Access to Information Procedure Rules, the press and public be excluded from the meeting during the consideration of Appendices E and F to agenda item \$6, 'Recommendations for Confirmation', on the grounds that it is likely that there would be disclosure of exempt information as defined in Paragraph 3 (information in relation to the financial or business affairs of any person, including the Authority holding that information) of those Rules and Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

CL.1103

CHRIS WATERHOUSE

The Chair opened the meeting by paying tribute to Chris Waterhouse who retired from the Council earlier in the month after 37 years' service. Several other Members paid tribute to Chris and thanked him for his support and professional advice to the Council over the years. Members wished him all the best in his retirement.

(Councillor Myers joined the meeting at 7.15pm during the consideration of this item.)

CL.1104

MINUTES

Resolved – That the minutes of the Council Meeting held on 26 February 2019 are confirmed as a correct record and signed by the Chair.

CL.1105

PUBLIC PARTICIPATION

There were no questions received from members of the public.

CL.1106

DECLARATIONS OF INTEREST

There were no declarations of interest.

CL.1107

CHAIR'S ANNOUNCEMENTS

A list of engagements attended by the Chair was included within the agenda pack.

CL.1108

RECOMMENDATIONS FOR CONFIRMATION

The Chair invited the Leader of the Council to provide an update on Minute POL.989 'Potential Tour de Yorkshire 2020 Start in Skipton'. The Leader of the Council advised that since the recommendation had been submitted by Policy Committee on 5 March 2019, there had been some serious issues raised at Welcome to Yorkshire, which needed to be addressed. In particular, it was emphasised that various assurances were needed in relation to funding. To progress matters a meeting was being arranged involving Craven District Council, the Yorkshire Dales National Park Authority and Welcome to Yorkshire, to discuss some of the concerns. The Leader of the Council advised that to enable further information to be provided that Minute POL.989 was to be deferred to a future Council meeting.

The following recommendations were submitted by Policy Committee at its meeting held on 5 March 2019:

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

- POL.986 – Revenue Budget Monitoring Q3 2018/19

Resolved –That the recommendations at Minute POL.986 are confirmed.

- POL.987 – Capital Programme Monitoring Q3 2018/19

In response to a query, it was advised that there had been some timing issues in relation to funding requirements associated with a number of grant funded projects, particularly redevelopment of the Town Hall.

Resolved –That the recommendations at Minute POL.987 are confirmed.

- POL.988 – Attracting Younger People to Craven Action Plan.

Whilst acknowledging the need to attract younger people to Craven, Members also highlighted the challenge to retain younger people.

Resolved –That the recommendations at Minute POL.988 are confirmed.

- \$POL.990 – Future High Street Fund (Skipton)

Resolved –That the recommendations at Minute \$POL.990 are confirmed.

- \$POL.991 – Joint Venture – Development of Land at Airedale Avenue, Skipton

Resolved –That the recommendations at Minute \$POL.991 are confirmed.

The following recommendations were submitted by Standards Committee at its meeting held on 13 March 2019:

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

- STN.359 – Review of the Code of Conduct for Members

Several Members expressed concern about the recommendation that required Members to declare membership of a Masonic Lodge. Members considered that the recommendation singled out a particular group and set a dangerous precedent.

It was advised that the Standards Committee had carefully considered the issue and taken into account some of the pledges that were required by freemasons. The Solicitor to the Council and Monitoring Officer advised that there was already a requirement for officers to declare membership of a Masonic Lodge.

(Members voted against the recommendation submitted by Standards Committee, requiring Members to declare membership (past or present) of a Masonic Lodge.)

CL.1109 **STATEMENT FROM THE LEADER OF THE COUNCIL**

The Leader of the Council made the following key points:

- Thanked outgoing Councillors Mason and Thompson, who were stepping down at the forthcoming local elections, for their service to Craven District Council.
- Congratulated Chloe Green, Team Leader in Business Support, for her apprentice of the year award at the Skipton Business Awards.
- Acknowledged that there was a need to consider additional security at the Tour de Yorkshire in response to the involvement of Cycling Team Ineos and its association with fracking. (It was reported that anti-fracking groups were planning mass protests at the Tour de Yorkshire.)
- Confirmation that boundary signs were to be installed at various points across the Craven District.

CL.1110 **STATEMENTS FROM LEAD MEMBERS, CHAIRMEN OF COMMITTEES AND COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

Councillor Staveley reported that Select Committee had concluded its review of Development Control and the next stage involved submitting a report to Policy Committee to present its recommendations.

Councillor Myers wished to place on record his thanks to Alex Strickland, Interim Legal Services Manager, for all his hard work and support to Licensing Committee and Licensing Sub-Committee over the last year.

CL.1111 **GENERAL QUESTION / STATEMENT TIME**

Councillor Brown submitted the following question:

"Could the Leader of the Council please tell us what the gender pay gap is for Craven District Council and whether it has improved or worsened?"

The following response was provided:

“The mean gender pay gap is 0.1%, as at 31 March 2018, compared to 3.5% as at 31 March 2017.

The National Public Sector Average is 17.5%.

Therefore based on the mean hourly rate, males are paid 0.1% more than female, which is significantly less than the national mean gender pay gap for the public sector. It is also lower than last year’s figure of 3.5%.”

Chairman



The Chairman of Craven District Council
(Councillor Wendy Hull)

Civic Engagements

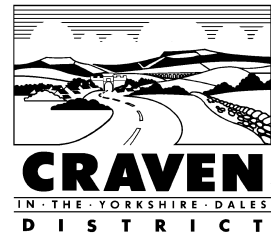
During the period – May 2019

MAY

Sunday, 19 May – Freedom Parade, Harrogate.

ANNUAL COUNCIL MEETING

21 May 2019



Recommendations for Confirmation

Report of the Democratic Services Manager

Ward(s) affected: Not applicable

1. **Purpose of Report** – To present recommendations of Committees which require confirmation by Council.
2. **Recommendation** – To approve recommendations within the minutes reproduced in the appendices to this report.
3. **Report**
 - 3.1 In the current cycle of meetings the following Committees have made recommendations which require confirmation by Council. Those recommendations are contained in the following minutes, the full text of which is set out within the appendices to this report.

Appointment of Honorary Titles Committee

The Chairman of the Appointment of Honorary Titles Committee will present recommendations in respect of the following minutes:

16 April 2019

AHT.1	Freedom of the District
-------	-------------------------

- 3.2 Members requiring a copy of any of the reports associated with the above minutes are asked to contact the Democratic Services Team.
4. **Author of the Report** – Guy Close, Democratic Services Manager, Telephone (01756) 706226, E-mail: gclose@cravenc.gov.uk
5. **Background documents** – None

6. **Appendices**

Appendix A	AHT.1	Freedom of the District
------------	-------	-------------------------

AHT.1

FREEDOM OF THE DISTRICT

The Democratic Services Manager submitted a report which asked the Committee to consider a request to grant Freedom of the District to the 5th Regiment Royal Artillery (The Yorkshire Gunners).

In considering the request, Members were advised that Skipton Town Council had agreed to assist with traffic management aspects associated with a Freedom of the District parade.

It was also advised that there may be some costs associated with how the Council recognised granting Freedom of the District. These costs would need to be met from existing budgets.

Members highlighted the positive work undertaken by 5th Regiment Royal Artillery (The Yorkshire Gunners), particularly in terms of supporting local communities in the Craven area.

Recommended –

- a) That the request to grant Freedom of the District to the 5th Regiment Royal Artillery (The Yorkshire Gunners) is approved.
- b) That granting of the request includes a Freedom of the District parade, updating of the wooden board at Craven District Council offices, a press release and media publicity.