



Ilkley Town Council

Date: Monday, 03 June 2019

To: All Members of Ilkley Town Council (Councillors, J Sugden, P Paisley, P Mate, V Halton, J Thompson, O Wells, J Souter, M Gibbons, R Brown, C Morris, T Thorpe, T Franks, M Stidworthy, P Allon)

Dear Councillors,

You are hereby summoned to attend a meeting of ILKLEY TOWN COUNCIL which will be held in the Council Chamber of Ilkley Town Hall on **MONDAY 3rd June 2019**

Yours sincerely,

Louise Close
Clerk to the Council

Ilkley Town Hall, Station Road, Ilkley, LS29 8HB

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Note: Members of the public and press are invited to attend the meeting as observers. Only Councillors are entitled to vote at the meetings. A list of Councillors is available on the Council's website and notice board at Ilkley Town Hall. The Agenda papers may be examined and purchased at the Clerk's office, Ilkley Town Hall, Station Road, Ilkley (Monday – Thursday 10.00am – 1.00pm).

Please contact the Clerk's office during office hours (Monday – Thursday 10.00am – 1.00pm) if you have any queries or need further information on this Agenda.

Emergency Procedures for Meetings – Fire

All visitors are requested to sign in at Ilkley Town Hall reception on the ground floor.

A copy of the agenda is available in larger print upon request.

ILKLEY TOWN COUNCIL

3rd June 2019

A G E N D A

1. Chairman's Remarks

2. Apologies for Absence

To accept the reason(s) for the absence of any Members from the meeting.

3. Disclosures of Interest

To receive any disclosable pecuniary interests or personal interests from members on matters to be considered at the meeting. The disclosure should include the nature of the interest.

Members are to ensure that their Register of Interests form is kept up to date.

4. Dispensations

To decide upon any dispensation requests from members received by the Clerk in respect of this meeting.

5. Resolution to Adjourn the Meeting

RESOLUTION to adjourn the meeting in order to allow members of the public to make representations, answer questions and give evidence in respect of the business on the agenda. Each member of the public is entitled to speak for 3 minutes.

- West Yorkshire Police
- Area Co-ordinator report
- Questions / observations from members of the public
- Update regarding Ilkley half marathon from a representative

6. Minutes of the Previous Meeting

To approve the minutes of the Ordinary Meeting of the Council held on Monday 1st April and The Annual Meeting of the Council Monday 13th May 2019 (ca).

7. Minutes from Committees

7.1 To accept the minutes of the Plans Committee meeting held on 30th April (ca)

8. Finance

8.1 To receive 2018 / 2019 Year End Balance Sheet (ca)

8.2 To receive the completed 2018 / 2019 Internal Control checklist (ca)

8.3 To receive and note the Internal Auditor's 2018 / 2019 Year End Report (to follow)

9. Annual Governance and Accountability Return for Year Ending 31st March 2019 – Section 1

Consider the findings of the review of effectiveness of the system of internal control and approve the Annual Governance Statement (Section 1)(ca)

10. Annual Governance and Accountability Return for Year Ending 31st March 2019 – Section 2

Consider and approve the Accounting Statements (Section 2) by resolution (ca)

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11. Safeguarding Policy

Councillor R Brown moves the motion for members to resolve to adopt a Safeguarding policy.

12. Communication

- a) To resolve to accept the quotation to upgrade the Council website to current hosting standards
- b) Cllr M Stidworthy moves the motion to resolve to establish a time-limited Communications Working Group to work with the Clerks to review existing physical and electronic communications, relevant social media policy, and to take actions/make recommendations to optimise future Council communication

13. Town Flag

To discuss the need for volunteer(s) to take responsibility for civic flag-raising

14. Update from Cllr Allon, the representative of the Wharfedale Greenway Steering Group

15. Project Managers/Committee Chairman:

(Allotments Cllr V Halton, Christmas and Jubilee lights Cllr J Souter, Concert on the Grove Cllr M Gibbons, Traffic/Car Parking Cllr T Franks, Neighbourhood Plan Cllr R Brown, Town Centre Warden Cllr P Paisley)

Reports to Council and Councillors' Questions

Allotments – Cllr V Halton

Christmas and Jubilee Lights – Cllr J Souter

Traffic / Car Parking – Cllr T Franks

Neighbourhood Plan – Cllr R Brown

16. Councillor Representatives: Reports on Meetings Attended

17. Diary dates

11th June 3.30pm – Plans Committee Meeting

12th June 6pm – Tourism Meeting

18th June 6pm – Parish Liaison Meeting

18. Notification of Business for Future Agenda

The Clerk should be given seven clear days' notice of items for the Agenda of the next meeting although the absolute statutory minimum notice period is three clear days.

The next meeting of the Full Council is Monday 1st July 2019, 7:30pm.