



Otley TOWN COUNCIL

Core Resource Centre
Unit 11, Orchard Gate, Otley, LS21 3NX,
email: eo@otleytowncouncil.gov.uk
Tel: 01943 466335

To All Members of the Town Council

You are summoned to attend the meeting of the Trade & Tourism Committee
to be held in

The Wharfedale Room, Otley Core Resource Centre, 11 Orchard Gate Otley

At 7.30pm on

Monday 1st June 2026

J Laycock

James Laycock

Acting Executive Officer

26th May 2026

PUBLIC PARTICIPATION

Notice is given that at the start of this meeting 15 minutes will be set aside for members of the public to address the committee on matters relevant to the town or the committee within the following rules:

- (a) **Members of the public wishing to speak are to have given prior notice to the Executive Officer**
- (b) **Any member of the public invited to speak will be permitted to speak for no more than 5 minutes**
- (c) **In the event of more than 3 members of the public wishing to address the committee then priority will be determined by subject matter**





AGENDA

- 1. Apologies:** Members will be asked to receive apologies
- 2. Declarations of Interest:** To receive any declarations of interest not already declared under the Council's Code of Conduct or Members Register of Disclosable Pecuniary Interests and to consider and decide upon any applications for dispensation
- 3. Minutes for approval:** Members are asked to approve for accuracy only the Minutes of the Meeting of: 16th March 2026
- 4. Terms of Reference:** Members are asked to review and confirm the committee Terms of Reference
- 5. Committee Budgets:** Members will receive an update on the budget for 2026/27
- 6. Wharfemeadows Park Signage:** Members will be asked to agree expenditure for the signage
- 7. Car Parking:** Members will be asked to approve the report from People & Places
- 8. Coach Signage:** Members will be asked to agree expenditure for the signage
- 9. Football Sensors:** Members will receive an update from the Chair
- 10. Town Benchmarking Survey:** Members will be asked to agree expenditure
- 11. Bus Campaign:** Members will be asked to approve the Town Council's involvement with the campaign
- 12. Visit Otley Website Upgrade:** Members will be asked to approve expenditure for the upgrade of the website





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13. Christmas Lights: Members will be asked to consider the proposals for the town's Christmas lights scheme

14. Otley Folk Festival: Members will be asked to consider making a contribution to the Otley Folk Festival

15. Agenda Items for next meeting: Members to notify the Executive Officer of matters for inclusion on the agenda of the next meeting

16. Next Meeting: The date of the next meeting of the Trade & Tourism Committee is 19th October 2026

