



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 Full Council of Otley Town Council
to be held in

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

At 7.00pm on

Monday 8th June 2026

James Laycock
Acting Executive Officer
2nd June 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: 30th March 2026
- 4. Minutes for Approval:** Council will be asked to approve minutes which have been to their respective parent committees for accuracy, all of which have been circulated previously to all Members:

Environment & Sustainability	12 th January 2026
Full Council	19 th January 2026
Policy & Resources	19 th January 2026
Plans	16 th March 2026
Trade & Tourism	16 th March 2026
- 5. Internal Audit:** Members will receive correspondence on the outcome of the internal audit
- 6. Annual Governance Statement:** Members will be asked to approve the Annual Governance Statement
- 7. Annual Accounting Statement 2025/26:** Members will be asked to approve the Accounts for 2025/26
- 8. Committee Terms of Reference:** Members will be asked to approve the Terms of Reference for this Committee
- 9. Town Mayor's Announcements:** The Town Mayor will make his report and announcements to the Town Council





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

11. Next Meeting: To confirm the date of the next meeting of Full Council as 13th July 2026 or 20th July 2026



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