



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 Policy & Resources Committee to
be held in

**The Wharfedale Room, Otley Core Resource Centre, Orchard Gate, Otley
Immediately following the Full Council meeting on
Monday 8th June 2026**

J Laycock

**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



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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 and the Annual Meeting of Council of 18th May 2026
- 4. Committee Terms of Reference:** Members will be asked to approve the Terms of Reference for this Committee
- 5. Accounts Paid & Outturn Report:** Members will be asked to approve the details of the Accounts Paid and the Outturn Report
- 6. Standing Orders and Financial Regulations:** Members will be asked to approve the Standing Orders and Financial Regulations
- 7. Christmas Lights Report:** Members will be asked to receive a report from the Chair of Trade and Tourism Committee and consider the recommendations therein.
- 8. Town Twinning:** Members will be asked to receive a report from the Chair of Council and consider supporting, in principle, new signage.
- 9. Otley 800:** Members will be asked to receive an update on Otley 800 from the Chair of the Steering Group.
- 10. Grant Application:** Members will be asked to consider awarding £750 to Otley Table Tennis Club





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11. Exclusion of Press and Public: Members will be asked to consider excluding press and public for the next items of business due to the confidential nature of the information under discussion.

12. Staffing Update: Members to receive an update from the Chair of HR Committee.

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

14. Next Meeting: To confirm the date of the next meeting of Policy & Resources as 13th July 2026 or 20th July 2026



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