

**Minutes of the Meeting of Settle Town Council at Settle Town Hall held on
Monday 1st November 2021 at 7:00 pm.**

Present: Cllrs Balsamini (Chair), Taylor, Lord, Ward, Harrison & Curley

Town Clerk: Rebecca Hill **Assistant Clerk:** Katie Dugdale

Members of Public: Four members of the public attended

The Chair welcomed everyone and declared the meeting open.

Public Participation: A member of the public reported damaged footpath creating a trip hazard under the railway viaduct- Cllr Balsamini that this needed to be reported to NYCC Highways. The same resident reported streetlight LP002 out (opposite Ellis's garage) this will be reported to NYCC streetlighting. A request was made for another newsletter because not all residents use social media for news.

FTC2299: Casual Vacancy To receive Cllr Bellfield's resignation and to fill 1 Casual Vacancy by co-option. RESOLVED: That Cllr Bellfield's resignation was accepted and that the Co-option notice be posted as soon as possible and a letter of thanks to Cllr Bellfield be drafted by Cllr Taylor and a request for Cllr Bellfield to stay on the Climate Change and Biodiversity group as a non-voting member circulated for approval.

FTC2301: Apologies: To record and approve reasons for absence.

RESOLVED: That apologies from Cllr Rymer, Yates, Wright and Rockcliffe be approved.

FTC2302: Code of Conduct Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest in relation to items on this agenda. No Interests Declared.

FTC2303 Police Report - To receive the monthly report from NY Police.

RESOLVED: That the report for October was noted.

FTC2304: Minutes To approve draft minutes of the meetings as a true record and approve recommendations from committee and steering groups.

Full Town Council Monday 4th October 2021

Extra Ordinary Meeting Friday 18th October 2021

Extra Town Council Tuesday 26th October 2021

Planning and Environment meeting Tuesday 26th October 2021

RESOLVED: That the minutes were approved as a true record, after 'even though' was taken out of the minutes on the extra ordinary meeting on the 18th of October and the meeting venue to 'St Johns Methodist Hall' on the minutes of the 26th of October.

FTC2305: To receive County and District Councillor's Report

No reports received from District or County

Response from Cllr D Staveley to be considered at the end of the meeting and a resolution to exclude the public and press- due to matters of a confidential nature. **This item was deferred to the 15th of November.**

FTC2306: Matters relating to District, County and Parish

a) Christmas Lights Switch On, to discuss any matters arising and approve further action required.

RESOLVED: That the Town Council would offer Christmas trees to the local businesses at £40 for a tree including trimming to fit the bracket, installing, adding own lights and removal and disposal. £50 for a tree with plug in (own independent power supply required) or solar lights which the business can keep.

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An offer of storage and checking of the lights was received and will be discussed at a future meeting.

Delegated authority was given to the Clerk to purchase the lights and trees.

Cllr Balsamini left the meeting 19:50 p.m. Cllr Taylor took over as Chair.

Discussions took place around hiring a DJ at approx. £350. A sound system from a local company be approached to obtain a quote for a sound system. It was agreed to arrange another Full Council meeting before the Switch On this was set for the 15th of November 2021

Cllr Balsamini returned to the meeting

b) Youth Council.

RESOLVED: That this item be deferred until January 2022

c) To consider live streaming Town Council meetings.

RESOLVED: That this agenda item would be deferred for discussion until 2022 to research case studies and public reception and consider legal GDPR issues and legal implications.

d) Request for permission to use the Market Place and Millennium Garden for Churches Together Journey of the Cross at Easter.

RESOLVED: That permission be granted.

e) To approve a location for the commemorative bench.

RESOLVED: That the location would be the nearest available space at the Settle end of the High Road

FTC2307: Planning

a) **Applications** (applications advertised by the planning authority received prior to the meeting will be considered)

2021/22810/LBC Repairs to cracked arch at head of main stairs at The Folly, Victoria Street, Settle.

RESOLVED: That the Council had no objection to the application.

b) Decisions

2021/22642/FUL Proposed extension to an existing agricultural building to create general purpose agricultural building over an existing yard and storage area. 1 Runley Mill Lane, Settle, BD24 9LF.

GRANTED.

FTC2307: Finance

a) To check the Market books and to receive the Market Report for October 2021. Additional detailed items included in the Market Report relate to options for waste management arrangements for the traders and paper bags for Settle Market as advertising and promoting reduction of plastic.

RESOLVED: That the market report was noted and that the paper bags be purchased at a cost of £129.99.

The report relating to Trade waste arrangements was deferred to the next Market and Services Committee Meeting for further discussion. Cllr Balsamini requested details of the budget comparison for the Market which were provided by the clerk.

b) To approve accounts for payment and to note receipts for October and November to date.

RESOLVED: That the October Payments and Receipts be checked before the 15th of November and approved at the extra ordinary meeting. The Payments schedule for November was approved for payment.

c) Seek approval for Christmas Lights expenditure for a DJ, new steps for the stage, cost of barriers (unless sourced for free).

RESOLVED: That costs were approved for the steps and the Council requested that the Clerk ask if any further discount was available from the building of the Stage Steps. If required costs for barriers and a DJ were approved.

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FTC2308: To receive and respond to correspondence (correspondence received after the advertised agenda will be considered).

- a) White Rose Bulletin –**Information noted.**
- b) Approve a work placement student from Craven College approx. 315hrs.

RESOLVED: That this be approved.

c) To receive reports of new CDC trade waste bins and domestic waste bins on the footpath surrounding the Shambles causing obstruction and placed without notification or permission to the Town Council as owners of the land.

RESOLVED: That the waste bins were commercial practice not authorised on Settle Town Council land and a letter be sent notifying Craven District Council Waste management and that after a period of 7 Calendar days the Town Council would begin invoicing for unauthorised occupancy charges at a £1k per day.

FTC2309: To appoint Council members to the following Committees and working groups and amend membership and structure of Admin Finance & Staffing, Planning and Environment Committee.

- Pump Track Steering Group
- Climate Change and Biodiversity Group and amend the status as a subcommittee of Planning and Environment. Elect a chair.
- Christmas lights working party.
- CDC working party group feeding into the Select Committee Impact of Tourism.
- Craven Climate Action Partnership – Safer Cycling in Craven sub-group.
- Consider changing the committee structure of the Admin Finance and Staffing Committee to Admin and Staffing and a Finance committee
- Castlebergh Crag Project on hold but appoint new members and alter the status as a subcommittee of Planning and Environment

RESOLVED: That this item be deferred to the next Full Council meeting on the 15th of November 2021

FTC2310: Reports from Councillors attending outside meetings or Events

No reports received.

FTC2311: Future agenda items and Dates of next meetings:

Better representation for local parish councils commenting on planning applications and the feedback mechanism.

A standing item relating to North Yorkshire Re-organisation and a request for representatives from CDC and NYCC.

22nd November 2021 Allotments Committee 7 p.m.

22nd November Admin Finance and Staffing 8 p.m.

6th December 2021 Full Town Council meeting 7 p.m.

The meeting finished at 21:28 p.m.