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**Minutes of the Virtual Meeting of Settle Town Council held on  
Monday 21st December at 7:00 pm.**

**Present** Balsamini, (Chair), Cllrs Taylor, Bellfield, Linley, Oliver, Yates and Rymer. County Cllr Welch

**Clerk:** Rebecca Hill

**Assistant Clerk:** Katie Dugdale

**Members of Public:** 1 member of the public

The Chair welcomed everyone, introduced the virtual meeting procedure, and declared the meeting open.

**VTC2134: Apologies:** To record and approve reasons for absence

**RESOLVED:** That apologies from Cllr Harrison, Cllr Catherwood, Cllr Rockcliffe & District Cllr Hull were accepted.

**VTC2135: Code of Conduct - Localism Act 2011:** To record any Councillor's Disclosable Pecuniary In relation to items on this agenda, to consider any dispensations or changes in member's register of interests. **No items were considered.**

**VTC2136: Policing**

The NY Police report was circulated via email to Cllrs. **RESOLVED: The report was noted**

**VTC2137: Minutes**

To approve draft minutes of the meeting of the Full Town Council meeting on Monday 16th November, the Planning and Environment Committee meeting on Monday 30th November, Allotments Services Committee meeting on Monday 7th December and Staffing on Monday 7th December as a true record. **RESOLVED: That the minutes were approved as a true record**

**VTC2138: To receive County and District Councillor's Report**

**County Cllr Richard Welch** reported that the main topics of discussion at county level were about a Unitary Authority and Covid. Officer time is being diverted towards policy relating to assets within Craven. Funds have been allocated to organise an audit of Craven's transferable assets.

**VTC2139: Matters relating to County, District and Parish**

a) To receive the Land Registry search results relating to ownership queries on 3 pieces of land. The Clerk gave an update as follows 1) The amenity land at Sutcliffe Buildings is not registered

**RESOLVED: After discussion it was agreed to repair the wall and the Town Council apply to register for ownership**

2) The land known as area of land on highway, constitution hill is not registered

**RESOLVED: To inform the owner and tenant of the shop that the land is not registered and therefore any use of the land is unlawful. If they do not want to register the land to use it, they may lose the use of it and be liable for any public complaint or legal action.**

3) The land in front of 3-6 Victoria Street has 2 freehold titles registered to NYCC and Craven District Council.

**RESOLVED: This was noted. See below.**

b) To consider the proposed works at Victoria Street by NYCC and receive update from County Cllr Welch

**RESOLVED: That the Town Council will support Cllr Welch in his proposal to fund the waiting restriction order and associated works**

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c) Skate Park – to receive an update and approve action required.

**RESOLVED:** This item be deferred to the next meeting on the 11th January, when results from the public survey will be available.

*19.35 Cllr Welch left the meeting*

**VTC2140: Planning**

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

**2020/22270/HH** Proposed extension and other associated works at 13 Austwick Close.

**RESOLVED:** No Objection

**2020/22269/HH** Proposed extension and other associated works at 11 Austwick Close.

**RESOLVED:** No Objection

**b) Decisions**

**2020/22096/LBC** Replace 2 No Internal doors with fire doors add fire protection boarding to underside main stairs (retrospective) Install replacement fire resistant loft hatches at The Folly Settle. **Granted**

c) Craven District Council outstanding applications not determined.

**RESOLVED:** That the Clerk contact Craven District Council regarding the outstanding planning applications

**VTC2141: Finance**

a) **Market books and to receive the Market report for November and December to date 2020**

The Market books are to be checked the day after the meeting and reported back to the meeting on the 11<sup>th</sup> January 2021

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

**RESOLVED:** That the payments were approved up to 21st December 2020 subject to inspection by Cllr Taylor and report back to the meeting on Monday 11<sup>th</sup> January 2021.

**November Receipts: £12,992.55**

**Payments: £14,027.06 (less transfers)**

**December Receipts: £11,335.59**

**Payments: £24,596.61 (less transfers)**

**Bank Balances 30<sup>th</sup> November 2020: Community Account £4124.72 BMM Account £77,122.72**

c) To receive the costs for ILCA (Introduction to Local Council Administration) training for the Assistant Clerk and subscriptions for SLCC (Society of Local Council Clerks), £454.00. **RESOLVED:**

**Training costs were approved**

d) Survey Monkey – to approve the cost of £99 to retrieve responses.

**RESOLVED: Cost approved**

e) **RESOLVED:** To exclude the Press and Public from the agenda item 8f and the item moved to after the agenda item relating to Climate change.

g) To review fourth draft of the budget.

**RESOLVED:** Deferred to the 11<sup>th</sup> January 2021 meeting.

**Continued/**



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**VTC2142: Climate Change - To receive an update on matters relating to Climate Change proposals.**

**RESOLVED:** To circulate request for nominations to join a Climate Change working party. Terms of reference to include an audit of the Town Council's carbon footprint and EV charge point suppliers and associated grants / costs. *Invite a member of ACE (Action Climate Emergency)*  
*20.04 Member of the Public left the meeting. Assistant Clerk and Town Clerk left the meeting. Settle Area*

f) Auto-enrolment of Staff from December 2020 – to receive information relating to new starters and pension contribution rates.

**RESOLVED:** That the Assistant Clerk and the Handy Man to be enrolled on the Council's pension scheme and all pension contributions were set. *Assistant and Town Clerk returned to the meeting.*

**VTC2143: To receive the new Calendar of Council and Committee meetings for 2021**

**RESOLVED:** Dates of meetings approved.

**VTC2144: To receive and respond to correspondence (correspondence received after the advertised agenda will be considered)**

a) Castlebergh Crag Email – Email circulated to the Cllrs regarding health and safety concerns at Castlebergh Crag.

**RESOLVED:** A site meeting to be held and a review of the risk assessment

b) Shambles Bin Location – The Clerk gave a verbal update regarding the proposed location for waste bins sited behind the Shambles.

**RESOLVED:** The proposed location was approved with an agreement in place and to be reviewed in 6 months' time. In addition, a request was made to the Clerk that any waste bins on Town Council land be added onto a map and agreements to be arranged with the owner.

**VTC2145: To receive information and reports from Councillors on their attendance at other meetings (not already covered in this agenda)**

Census 2021. The information was noted

Local Testing Sites North Yorkshire Local Resilience Forum. The information was noted

North Yorkshire County Council Budget Consultation. The information was noted

**VTC2146: Future agenda items**

a) Notice Board

b) Castlebergh Crag

c) Planning Applications over 6mths old

d) Skate Park

e) Results from Public Survey

f) Agreement for Bin

**VTC2147: Dates of next meetings:**

Full Council Meeting 11th January 2021

Planning and Environment Committee 25th January 2021

Allotments Committee and Administration, Finance and Staffing Committee on 22nd February 2021

The meeting finished at 20.42