

**Draft Minutes of the Annual Parish Meeting held at St Johns Methodist Hall,
Settle on Monday 27th April 2026 at 6:00 pm.**

Present: Town Mayor Cllr Lord, Cllrs Hayes, Taylor, Rose, White, Marsden, Rymer & Warham

Clerk: Katie Dugdale **Assistant Clerk:** Emma Rayner

Public: 57 members of the public attended. **Police:** None.

Prior to the meeting, local organisations had stalls around the hall. Displaying information about their projects and services that they can offer to the local community.

1. Introduction. Town Mayor Councillor Lord welcomed all present and declared the meeting open.

2. North Yorkshire Police & Fire report

Representatives from North Yorkshire Police & Fire did not attend the meeting in person. An annual report was provided from North Yorkshire Police.

Annual Report – Settle – 31.03.25 & 25.04.26 – 571 reported incidents

Annual Report – Settle – 21.04.24 & 30.03.25 – 713 reported incidents

284 - Reports include – General Admin from other Police force, General Admin from other agencies, Safeguarding, Sudden Death, Civil dispute, lost/found property, Abandon/hoax calls, Animal concerns, Highways BDV/lights/abandon vehicles, planned events, absconder, alarm sounding & we care scheme

2 - Burglaries – properties

145 - Concern for safety/welfare – checks carried out by police, ambulance, family & friends, Missing persons.

30 - Crime Violence/domestic/sexual/harassment/stalking/dog bite/drugs

33 – ASB Nuisance/personal/neighbour dispute/youths/noise/bikes

6 – Criminal Damage – vehicles/post/lock/drain cover/window

17 – Theft – shop/vehicles/online/oil/bike/parcel

18 - Road Traffic collisions

25 - Road Related offence – manner/suspect drink/drug driving/ speed/seized/parking

11 – Suspect circumstances – vehicles/persons/fraud /banking/online/fake notes/insecure property

The figures for the Annual Police report were noted.

3. Minutes of the Annual Parish Meeting on Wednesday 2nd April 2025 were approved as a true record.

4. Mayors Report

Welcome to the Annual Parish Meeting of Settle Town Council. As the Chair of the Council, I have the honour of presenting the mayor's annual report for 2025 - 26. This annual report to the electors provides the opportunity to summarise the work of the Town Council over the last year. Settle Town Council currently has 9 Councillors who dedicate their time and efforts to the community of Settle. The Council currently has two vacancies - if there is anyone that fancies joining the Council, please do get in touch.

Your Councillors are: Myself, Cllr Joe Lord – Mayor, Cllr. Mike Rose Deputy Town Mayor, Cllr. Sue Hayes, Cllr. David Taylor, Cllr. Debi Rymer, Cllr. Barbara Temple, Cllr. Barry White, Cllr. Lynette Marsden and Cllr. Richard Warham.

The Council also has a small but fantastic team of four members of staff who have a variety of responsibilities within the Council. The Council made some staffing changes last year with a reduction in staff due to no longer having the cleaning contract for Whitefriars Public toilets. And we welcomed the addition of a new handy person - Bob – who has made an excellent start to working for the Council, and whose work you may have seen around public areas.

The staff support the actions, aims, and projects of the Council on a day-to-day basis and I would like to thank them for their commitment over the last year. The staff members are Clerk/Responsible Financial Officer Katie, Assistant Clerk Emma, Market Manager David and Handy Person Bob.

Councillor and Staff Training:

The Council is committed to ensuring that Councillors and Staff receive training to assist with their roles and personal development. Councillors and Staff regular attend training courses to ensure that they are receiving advice on how to serve their community – recent training includes: Data Protection, First Aid, Martyn's Law, Health and Safety and Off to a Flying Start Cllr training.

Since joining the Council a couple of years ago, Emma, the Assistant Clerk, has been working hard on her professional development and has successfully passed the ILCA course and has now started the FiLCA course.

Katie, the Town Clerk, has been successful in obtaining the CiLCA qualification, which is a Level 3 accredited and recognised qualification for the Local Council Sector. Both of these Awards are a testament to the commitment shown by the Clerk Team, and Settle is extremely fortunate to have two qualified and dedicated members of staff heading our day-to-day operation. Thank you both.

Council Meetings

The Full Town Council meet on the first Monday of the month in the Town Hall. If you have anything you wish to raise with the Council, you are welcome to attend any meeting.

Our committees meet when required during the year and these are: -

- **Allotments**
- **Administration, Finance and Staffing**

- **Market and Services**
- **Recreation and Environment**

The Council have sub committees and working parties which include - Castlebergh Crag, Devolution, Christmas Lights, Climate & Biodiversity and Highways.

Mayor's Report – Budget

The budget for 2025-26 was £215,270 – with a precept request of £172,660.

The budget for 2026-27 is £209,165 - with a precept request of £183,210.

The overall budget for this year has slightly decreased. However predicted income is down, hence the slight precept increase from last year. The increase for this year on band D property is £6.28 per year.

Where is the extra money being spent?

- **Grants** – the Council is offering small grants to local organizations that directly benefit the residents of Settle.
- **Grass cutting** – The Green, the Cemetery & the Garden of Rest are now cut by a contractor on an agreed schedule.
- **Street lighting** – the maintenance & upgrade budget has been increased this is to allow more lights to be upgraded to LED and necessary repairs completed.
- **Arboricultural maintenance** – this has increased to allow additional necessary works to trees.
- **Play area upgrades & pump track** – the budget includes money to be earmarked for new equipment.
- **Seat maintenance** – increased to include repairs, refurbishment & new replacement seats.

The Council now has earmarked reserves for streetlighting upgrades, Play Area maintenance & upgrades, Election costs, Allotments, Pump Track maintenance. The Christmas Light switch on event has its own reserves, so any money raised goes back into the running of this important community event.

The Council continues to look at ways to save money and reduce costs. If you would like any further information regarding the budget, please contact the office or visit our website.

Council Assets

The Town Council continues to manage, repair and maintain the following assets in Settle: -

- 4 Play Areas - Town Head, Commercial Street, Falcon Park and Bond Lane
- The Pump Track with Youth Shelter
- Settle Community Cemetery and Garden of Rest
- Market Place
- War Memorial

- Millennium Gardens, The Pinfold and The Green community areas
- Allotments sites at Dog Meadow & Cammock Lane.
- Street Lighting - The Town Council owns 167 streetlights across Settle which are repaired by North Yorkshire Council.
- Benches at various locations throughout Settle
- Room Hire – The Council has a large room which is hired out for meetings.

Allotments

Our Allotment sites at Dog Meadow and Cammock Lane have continued to be in full use during 2025 – 26 and continue to be of benefit to our community.

- Anyone living in Settle and Giggleswick over 18 years of age can apply for an allotment and the application form is on our website.
- All plots have been fully tenanted during the year and as plots become vacant, they are let to the next person on the waiting list in line with the allocations policy.
- Allotments are self funding. Rental income from the plots pays for the lease of the land and maintenance of the sites.
- There are three community plots run by: Age UK, Settle Community Business Hub and The Place. They provide a valuable place to meet and garden together and are always looking for volunteers to get involved.

Settle Market - report from David Bullock the Market Manager.

Despite the challenging retail times and difficulties experienced by Markets nationally, we have succeeded in maintaining occupancy rates similar to the previous year. We continue to try to recruit new traders using our more competitive rent structure that was introduced over 18 months ago. Further minor fee amendments were implemented in August 2025.

We continue to promote the use of the Market for Charities and groups interested in raising awareness of their activities. Our offer includes the use of a gazebo, table, and a free stall. If your local community group is interested in having a stall on a Tuesday, please contact the Market Manager directly. Please continue to support your local Market and encourage others to do so. Use it or lose it, as they say...

The Artisan Market that operates once a month continues to prove a popular event, and their social media adverts and attempts at engaging with local businesses within the Town Centre are a very positive move.

News and Update – What we have been up to in Settle in 2025-26

- Keeping residents updated and informed – regular pieces to the Craven Herald and Settle and District Community News
- Regular updates on the Council's Facebook page and website

- Consultations with families regarding play area upgrades
- Gas outage – in contact with Northern Gas Network and providing regular updates to the community.
- Settle VE Day 80th Anniversary – service & lighting of the beacon
- Poppy sales on the marketplace
- Assisting with the organization of Remembrance Sunday incl the road closure, invites and refreshments,
- Assisting Limestone View to have the beautiful display of knitted poppies on the marketplace.
- Settle Town Council have taken over the ownership of the defibrillator located at the entrance of the Town Hall and will be responsible for the ongoing costs and maintenance. Without the Council agreeing to take over the ownership the defib would have remained out of service and the town would have lost a vital resource.
- Bob, the new handyman and Cliff (our fantastic volunteer) have been busy in Millennium Garden clearing shrubs, weeds and transforming this well used area and carrying out repairs to the outer walls. We are very lucky that a team of volunteers have now come forward and agreed to help maintain the garden. New planting has already begun, and we look forward to seeing the garden in full color soon.
- Memorial benches - Two new benches have been installed in the Community Cemetery, many thanks to Cllr Lynette Marsden and the Settle WI for their kind donations of the benches.

Streetlight upgrade project

Settle Town Council recently completed a project to upgrade a selection of its streetlights.

The project has seen existing very old, high consumption; traditional streetlights upgraded to LED Dark Sky Approved fixtures on a selection of streetlights in Upper Settle and the areas surrounding Castleberg Crag.

The key aims of the project were for the Council to reduce light pollution, energy costs, and its Carbon Footprint.

The project was made possible by receiving a grant through the Yorkshire Dales National Park Authority's Sustainable Development Fund.

This project is part of a broader initiative to improve energy efficiency and reduce operational costs and Settle Town Council aims to continue with its streetlight upgrades in other areas of Settle.

The Community

The Council are keen to be involved with the community and regularly have stalls on the marketplace with a range of activities including Easter Egg Hunt, Games, Treasure trails, information & surveys.

The Council have also joined in with various events lead by local organisations including the 50th Anniversary of Settle Swimming Pool and the Flowerpot Fun Day.

The Council also has reps on local organisations including Craven Community Land Trust, Chamber of Trade and the Library.

The Council receive requests from local organisations to fly their flag at Castleberg.

Invited local school children to sing Christmas carols on the marketplace.

Christmas Lights Switch on Event

The Council hosted another successful Christmas Lights Switch on Event. The event was well supported.

This year the event included a road closure in front of the Naked Man Café whilst the firework display was taking place. This road closure adds an additional cost of over £1000 to the cost of the event.

Thank you to the Sponsors, local businesses and volunteers who make this event possible.

SAVE THE DATE – The 2026 Christmas Light's Switch on Event is on Saturday 28th November. We hope to see you there.

Strategy Day

A Strategy Day was held towards the end of last year to review the Council's performance against its objectives and what it wants to achieve for Settle and the community going forwards.

Each Council meeting now has time at the end to reflect on how that meeting has helped towards the Council's objectives, and how that meeting has benefitted the residents of Settle.

What's next for 2026-27?

- Castleberg Woodland – improvements and encouragement of wildlife into the site
- Play Area Upgrade – Bond Lane play area to be completely upgraded. Accessible equipment to be included. Further consultations with school children to be carried out.
- Streetlights – Further upgrades to LED carried out.

Settle Town Council – volunteers

If you've never volunteered before and are keen to find out more, please do get in touch. We do need assistance this year with –

General Gardening

Bench repairs and repainting

Castleberg – (encouraging wildlife, tree work and planting)

Christmas Lights switch on event

Thank you to all of the community groups and organisations who have had stalls at the event and attended this evening. And thank you to all the Parishioners who have attended too.

Mayor's Report – Conclusion

Overall, this has been a busy but exciting year. I am proud to have worked alongside this fantastic team of Councillors and staff to do our best for Settle and its residents. As the custodians of public money, we have been keen to become more strategic in how we operate and have set clear and manageable objectives to support this. Moving forward, we have further projects planned alongside the statutory responsibilities, and we all look forward to continuing to do our best for our community. Thank you to all of the Councillors and staff for their work this year, and I look forward to what comes next.

Open Forum for questions and comments

Members of the public were invited to ask questions.

A parishioner raised concerns regarding people parking on pavements and causing obstructions, and the speed of vehicles driving through Settle.

A parishioner asked what North Yorkshire Council's plans were for the closed Ashfield toilets. And stated that Settle should have more than one lot of public toilets. A business owner stated that visitors were using toilets in their establishment due to the lack of public toilets in the town.

A few residents stated their disappointment that North Yorkshire Council, Councillor Staveley had not provided a report or attended the Annual Parish meeting.

A parishioner queried the proposed tourist tax – and that this money should be used to put resources back into Settle.

Two people asked about the fair that used to attend Settle marketplace and if it would be possible to get it back.

A parishioner queried the lack of consultation from North Yorkshire Council regarding planning applications, particularly the Ingfield application.

Other things that parishioners mentioned were, potholes, reduction in bus services, the possibility of fly tipping due to the new registration measures at the North Yorkshire waste centres and an application to the Town of Culture for Settle.

Meeting closed at 19:57