

**MINUTES OF THE FULL COUNCIL MEETING TO BE HELD IN SETTLE TOWN HALL  
ON MONDAY 13<sup>th</sup> April 2026 at 7pm**

**Present:** Cllr Lord (JL) (Chair), Taylor (DT), Hayes (SH), Rose (MR), White (BW), Marsden (LM), Warham (RW), Temple (BT)

**Clerk:** Katie Dugdale Assistant **Clerk:** Emma Rayner **Members of the Press / Public:** One

**Public Participation:** A Parishioner raised concern over the works carried out, by North Yorkshire Highways, to the High Road in Settle. They stated that the works shouldn't have been carried out after the 1<sup>st</sup> March and was concerned that the birds and wildlife had been affected by the works. It was agreed that the item would be placed on the agenda of the next Full Council meeting.

<b>Agenda Ref</b>	<b>AGENDA ITEMS</b>	<b>Action</b>
001/2026-27	<p><b>Apologies</b></p> <p>i) To receive apologies for absence and record these in the minutes.</p> <p><b>Apologies received from Cllr Rymer</b></p> <p>ii) To consider the approval of reasons for absence given by Councillors</p> <p><b>RESOLVED: That apologies received from Cllr Rymer be approved.</b></p>	
002/2026-27	<p><b>Code of Conduct</b> - Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda, to consider any dispensations or changes in member's register of interests. <b>Cllr White declared an interest in agenda item 011/2026-27.</b></p>	
003/2026-27	<p><b>Vacancies</b></p> <p>a) To fill 1 ordinary vacancy by co-option. <b>No applications received.</b></p> <p>b) To note the resignation of Cllr Cotton. <b>The resignation of Cllr Cotton was noted. And it was AGREED that a letter of thanks be sent to Cllr Cotton for all of her hard work.</b></p> <p>c) To note the notice of vacancy in office for the Councillor vacancy.</p> <p><b>The notice of vacancy was noted.</b></p>	
004/2026-27	<p><b>Minutes of Meetings</b></p> <p>a) To approve the minutes of the meeting of Administration, Finance and Staffing Committee on the 27th February 2026 as a true record.</p> <p><b>RESOLVED: That the minutes be approved as a true record.</b></p> <p>b) To approve the minutes of the meeting of Full Council on the 2nd of March 2026 as a true record. <b>RESOLVED: That the minutes be approved as a true record.</b></p> <p>c) To approve the minutes of the meeting of Market and Services Committee on the 17th of March 2026 as a true record. <b>RESOLVED: That the minutes be approved as a true record.</b></p> <p>d) To approve the minutes of the meeting of Allotments Committee on the 24th of March 2026 as a true record. <b>RESOLVED: That the minutes be approved as a true record.</b></p>	
005/2026-27	<p><b>Clerk report</b></p> <p>To receive an update from the Clerk on actions taken since the last meeting.</p> <p><b>The Clerk provided an update. The information was noted.</b></p>	
006/2026-27	<p><b>Police Report</b> - Members to receive the monthly report. <b>The information in the report was noted.</b></p>	
007/2026-27	<p><b>Planning</b> - Members to consider the following consultations, including any received after the agenda had been published. To discuss and agree any comments on the following applications:</p> <p><b>a) Applications</b></p> <p><b>26/01144/DVCON</b> Section 73 application to vary condition 2 (approved plans) of</p>	

	<p>application: CRA2018/19735/COU granted consent for the change of use and alterations and conversion from retail, storage, and warehouse to retail, bar/restaurant and holiday accommodation. The Old White Horse Market Place Settle North Yorkshire <b>RESOLVED: No objections to the changes. The Council does still have concerns over the lack of parking for a development of this size. It was also noted that the Council suggest that the owners reconsider offering some of the accommodation as permanent residency due to a lack of affordable homes in the area and the already high number of holiday accommodation available.</b></p> <p><b>26/01159/FUL</b> Householder permission for 2 storey front extension, first floor side extension, rear decking area, conversion of garage to annexe, garden store, permeable parking and fencing to front of property as well as solar panels to the rear. 1 Cragdale Settle North Yorkshire BD24 9HX. <b>No Comment / Objections.</b></p> <p><b>26/01209/TPO</b> Works to trees the subject to a Tree Preservation Order - T1 Horse Chestnut - fell. T2 Horse Chestnut - reduce to 8m T3 Sycamore - reduce to 8m. Anley Lodge House Cammock Lane To Settle Bypass Settle North Yorkshire. <b>No Comment / Objections.</b></p> <p><b>26/01296/DVCON PROPOSAL:</b> Section 73 application to vary condition 3 (tree protection) of planning permission CRAZA24/26454/FUL decided 25.03.2025, for alterations to tree protection method. E H Booth And Co Ltd New Road Sowarth Industrial Estate Settle North Yorkshire <b>RESOLVED: The Council supports the application subject to correct supervision of the proposed works.</b></p> <p><b>26/01452/FUL</b> - Full planning permission for the partial change of use of approximately 19.25 square metres of the existing residential property (Use Class C3) to a hot food takeaway (Sui Generis). 41 Duke Street Settle North Yorkshire BD24 9DJ. <b>RESOLVED: That the Council support the application and that the applicant has tried to address the parking concerns raised in the previous application, however the Council notes that the parking agreement is informal and not binding and may be withdrawn at any time.</b></p> <p><b>C/62/645B</b> - Section 73 application to vary conditions 2 (approved plans), 3 (design details), 7 (extraction, ventilation and pipework details) &amp; 10 (treatment of phosphates) of C/62/645A (full planning permission for conversion of barn to dwelling and/or holiday let; reduce height of boundary walls adjacent to A65 for visibility splays; installation of package treatment plant and associated works to form curtilage and car parking) in respect of erection of small single storey extension; installation of solar panels to south west roof slope; replace roof with Yorkshire greys reproduction/imitation stone slate with diminishing courses; all external woodwork to be painted beige colour; extraction ventilation and associated pipework to be as detailed at Low Mearbeck Barn, Mearbeck, Long Preston, Skipton, North Yorkshire. <b>No Comment / Objections.</b></p>	
	<p><b>b) Decisions</b> No decisions received. The Clerk provided an update that North Yorkshire Council, (NYC) would no longer be sending planning decisions direct to the Council. It was AGREED to write to NYC and copy in Cllr Staveley expressing disappointment at this decision.</p>	<p><b>Clerk</b></p>
<p>008/2026-27</p>	<p><b>Matters relating to County and Parish</b></p> <p>a) To receive a report on the repairs to be carried out on the Town Hall roof and any implications to the Council. <b>The report was received. It was noted that there would be no implications to the market.</b></p> <p>b) To receive a report following a meeting with the owner of the Town Hall regarding the repairs to footpaths and the two unadopted footpaths and consider any further action. <b>It was AGREED that the Council would support the owner of the Town Hall in taking over the ownership of two of the unadopted paths around the Town Hall. And that the proposition of transferring the other two paths currently owned by the Council would be investigated further.</b></p> <p>c) To confirm final arrangements for the Annual Parish Meeting and consider any further action. <b>The final arrangements for the Annual Parish Meeting were confirmed.</b></p>	

	<p>d) To discuss the current accessibility of the Town Hall and consider any further action - <i>Cllr White</i>. <b>It was AGREED that the Clerk would contact the owner of the building to ask for an update regarding the issues with the lift.</b></p> <p>e) To discuss the licence for the bench on Longdale Avenue and consider any further actions. <b>The Clerk provided a report on the poor condition of the bench and that the licence had now expired. RESOLVED: To remove the bench and inform the new owners of the decision.</b></p>	<p>Clerk</p> <p>Clerk / Handyman</p>
009/2026-27	<p><b>Play Areas and Open Spaces</b></p> <p>a) To receive an update on outstanding S106 monies from North Yorkshire Council. <b>The Clerk provided an update that the S106 monies were still outstanding and that NYC were continuing to follow this up with the developers.</b></p> <p>b) To discuss the outstanding transfer of land at Falcon Park and consider any further action. <b>RESOLVED: To contact NYC to raise concerns over the time taken for the housing developers to complete the land transfer and the outstanding maintenance monies owed. And that the Council's solicitors be instructed to contact the developers to resolve this issue.</b></p> <p>c) To discuss the current Council's storage facilities and consider the placement of a new large shed at Millennium Garden. <b>The report from the Clerk was received. After discussion it was AGREED that a large shed was required to house the Council's equipment and that renting storage was not cost effective. Different options of sheds were considered. RESOLVED: To purchase a new metal Asgard storage shed at a cost of £2,100 and a concrete base to be put down to sit the shed on.</b></p>	<p>Clerk</p> <p>Clerk / Handyman</p>
010/2026-27	<p><b>Street Lighting</b></p> <p>a) To discuss the issues concerning the repair of LP48 due to an overgrown hedge and consider any further action. <b>RESOLVED: To write to the homeowner to ask if they can cut the hedge back so repairs can be carried out to the streetlight.</b></p> <p>b) To consider repairs and upgrade to LED to streetlights LP48 – Mains View and LP155 Marshfield Road at a cost of £484 + VAT each. <b>RESOLVED: That works to LP48 and LP155 be approved at a cost of £484 + VAT each.</b></p> <p>c) To consider repair works and upgrade to LED to streetlight LP81 – Albert Hill at a cost of £650 + VAT. <b>RESOLVED: That works to LP81 be approved at a cost of £650 + VAT.</b></p>	<p>Clerk</p>
011/2026-27	<p><b>Grant Applications</b></p> <p>To consider a grant application from the Friends of the Settle – Carlisle line under the parish grant scheme. <b>RESOLVED: That the grant application, from the Settle – Carlisle line, requesting £500 not be approved but that a grant of £125 be awarded.</b></p>	
012/2026-27	<p><b>Local Emergency Plan group</b> - To receive an update from the Local Emergency Plan working group. <b>Cllr Warham provided an update. The information was noted.</b></p>	
013/2026-27	<p><b>Finance</b></p> <p>a) To check the Market books and to receive the Market Report for March 2026. <b>The Market Books were checked by Cllr. Hayes. The Market report was noted.</b></p> <p>b) To approve accounts for payment and to note receipts for March and April to date. <b>RESOLVED: That Cllr Hayes checked and approved the accounts for March.</b></p>	

	<p>A list of April payments was circulated prior to the meeting and payments totalling £2,116.96 (net) were approved.</p> <p>March Receipts: £3022.39 March Payments: £9937.57 (net)</p> <p><b>Bank Balances 31<sup>st</sup> March 2026:</b></p> <p>Community Account: £5,073.73. BMM Account: £130,557.42. Total: £135,631.15</p>	
014/2026-27	<p><b>Correspondence</b></p> <p><b>a) To receive and respond</b> (correspondence received after the advertised agenda will be considered).</p> <p>i - To consider a request from Settle Parish Church, to use the strip of land adjacent to the Garden of Rest, for a summer fundraiser on the 11<sup>th</sup> / 12<sup>th</sup> July 2026. <b>RESOLVED: To grant permission for Settle Parish Church to use the strip of land at their summer fundraiser subject to notifying the Council of it's intended use.</b></p> <p>ii – Settle Hill Race Sunday 21<sup>st</sup> June – request to use the marketplace in front of the Shambles to start the race. <b>RESOLVED: That permission be granted for the Settle Hills Race to use a section of the marketplace on Sunday 21<sup>st</sup> June 2026.</b></p> <p>iii- To discuss the Council's Flag Protocol – <b>It was AGREED to list the Council's flag flying dates on the website.</b></p> <p>iv- Email received from a Parishioner regarding the reduction to the 580-bus service. <b>RESOLVED: To write to the Mayor of York &amp; North Yorkshire Combined Authority to raise concerns over the reduction to the bus service and request that his office seek to reinstate the service.</b></p> <p><b>b) Items for Information only</b></p> <p>White Rose Bulletin &amp; YLCA training programme. <b>The information was noted.</b></p>	
015/2026-27	<p><b>Staffing matters arising</b></p> <p>a) To consider a resolution to exclude press and public from agenda items 015-2026-27 b) c) and d) due to business of a private and confidential nature. <b>RESOLVED: To exclude press and public from the agenda item 015-2026-27 b) c) and d) due to business of a private and confidential nature.</b></p> <p>b) To receive an update from the Clerk on the appraisals held for other members of staff and to note the annual increment for two members of staff. <b>The Clerk provided an update on staff appraisals and the increments for two members of staff were noted.</b></p> <p>c) To receive a report and details of the Clerk's annual appraisal. <b>ClIr Taylor provided a report on the Clerk's annual appraisal.</b></p> <p>d) To receive a performance report for a member of staff, at the end of their probationary period and consider any further action. <b>The performance report was received. RESOLVED: That the member of staff had successfully passed the probation period and that a permanent position with the Council to be offered.</b></p> <p>e) Any other staffing matters arising or matters outstanding. <b>No other staffing matters arising.</b></p>	Clerk
016/2026-27	<p><b>Councillors</b></p> <p>a) Councillors report on outside meetings or events attended and recruitment of Councillors. <b>ClIr Rose provided a report on the YLCA Talking Tables event that he</b></p>	

	<p>recently attended, the information was noted. It was <b>AGREED</b> that Cllr Taylor would write the next piece in the Community News.</p> <p>b) To receive any training requests <b>No training requests received</b></p>	
017/2026-27	<p><b>Impact of Meeting</b></p> <p>a) To discuss how this Council meeting has benefitted residents <b>It was AGREED that the meeting had benefitted residents with the discussions surrounding the marketplace improvements, pavement repairs, and the Annual Parish meeting.</b></p> <p>b) To discuss how this Council meeting has supported the Council's objectives and action plan. <b>Considering parishioners needs, filling Councillor vacancies, financial checks and the Annual Parish meeting have supported the Council's objectives.</b></p>	
018/2026-27	<p><b>Future agenda items - To be emailed to the Clerk.</b></p>	
019/2026-27	<p><b>Dates of next meetings:</b></p> <p>Monday 27<sup>th</sup> April 2026 Annual Parish Meeting – St. John’s Methodist Church. Monday 11<sup>th</sup> May 2026 Annual Meeting of the Council.</p> <p><b>The dates of the meetings were noted.</b></p> <p><i>The meeting closed at 21:17</i></p>	