

MINUTES OF THE MARKET & SERVICE COMMITTEE MEETING held in Settle Town Hall on Tuesday 17th March 2026 at 1:00pm

Present: Cllr.Hayes (SH) (Chair), Cllr Temple, (BT), Cllr White (BW) Cllr Marsden (LM) Taylor (DT)

Clerk: Katie Dugdale **Market Manager:** David Bullock. **Assistant Clerk:** Emma Rayner **Members of Public:** Two

Minute Ref	Market and Services Committee Minutes
MS23/2025-26	<p>Apologies i) To receive apologies for absence and record these in the minutes. Apologies received from Cllr Rymer. ii) To consider the approval of reasons for absence given by Councillors. RESOLVED: That apologies from Cllr Rymer not be approved.</p>
MS24/2025-26	<p>Code of Conduct: - 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. No interests declared.</p>
MS25/2025-26	<p>Clerks report of any actions arising from the last minutes. The Clerk provided an update. The information was noted.</p>
MS26/2024-25	<p>Correspondence - To receive any items of correspondence relating to the Market, Cemetery or Streetlighting. No correspondence received prior to the meeting.</p>
MS27/2025-26	<p>Market a) To receive a report and update from the Market Manager. The Market Manager reported that there had been a slight decrease in the average number of stalls, this was mainly due to the weather. The offer of a free stall to local organisations / charities had been positively received and that new traders were being encouraged to attend. The information in the report was noted. It was AGREED that the offer of a free stall for local organisations / charities would continue for 2026/27. b) To review payments and receipts to date, spend against budget and forecasted income. The receipts and payments to date and spend against budget was reviewed and the forecasted income was noted. c) To review the Market traders contracts. The Market traders contract was reviewed and it was RESOLVED to keep the contracts the same and that no amendments were needed. d) To review the Market tolls. The Market tolls were reviewed and it was RESOLVED to not increase the market tolls and that they be kept the same for 2026/27 and that they be reviewed again prior to the next financial year. And that the half priced stalls in January and February continue. It was AGREED that the Market Manager would review the criteria for traders receiving the half priced stall offer in December. e) To plan the Council stall on the Tuesday market for during the Easter school holidays. It was AGREED to have a Council stall on both Tuesday's of the Easter holiday including an Egg Hunt and activities for children. Any donations received from the activities would be allocated to the play area upgrades. Cllr Hayes agreed to organise the stall.</p>
MS28 / 2025-26	<p>Marketplace a) To discuss Marketplace upgrades and maintenance and consider any further actions. The Marketplace upgrades and maintenance were discussed. The Clerk reported that improvements could be paid for using the outstanding \$106 monies.</p>



	<p>b) To discuss signage on the marketplace and consider any further actions or recommendations to Full Council. After discussion it was AGREED that clarification was required to determine if the North Yorkshire Council Town Investment Plan would include improvements to signage and that the Clerk would contact NYC to find out more information.</p>
MS29/2025-26	<p>Cemetery</p> <p>a) To review payments and receipts to date and spend against budget. The receipts and payments to date and spend against budget was reviewed and the forecasted income was noted.</p> <p>b) To receive a report from a Settle Parish Church representative. The Church representative provided a report that the church is continuing to work with volunteers and that the churchyard is no longer able to accommodate burials in new graves due to being full. The decision to close the churchyard had not been taken. A query concerning the Council using the Cemetery bins was raised.</p> <p>c) To discuss maintenance and improvements to the Cemetery. The maintenance and improvements to the Cemetery were discussed. It was AGREED to look at the creation of a path to one of the new benches and to improve the area in the Garden of Rest where flowers are placed. The Clerk reported that the signage needed updating in the Cemetery.</p> <p>d) To review the Cemetery charges. The Cemetery charges were reviewed and it was RESOLVED to not increase the charges and that they be kept the same for 2026/27 and that they be reviewed again prior to the next financial year.</p> <p>e) To review the Cemetery rules. The Clerk had updated the Cemetery rules prior to the meeting. The new Cemetery rules were reviewed and it was RESOLVED to adopt the updated document.</p> <p>f) Memorial stability testing - to receive an update and consider any further action. The Clerk provided an update on a memorial where the next of kin could not be located. It was AGREED that the Clerk would get a quote from a memorial mason for works to be carried out to repair the memorial.</p>
MS30/2025-26	<p>Street Lighting</p> <p>a) To review the payments to date and spend against budget. The payments to date and spend against budget was reviewed. It was noted that there was a large underspend on streetlighting however no electricity bill had been received from North Yorkshire Council (NYC) in this financial year. It was AGREED that the Clerk would contact NYC to request an invoice.</p> <p>b) To consider any further works / upgrades required. RESOLVED: That this agenda item be deferred to a future Market & Services Committee meeting until the inspection of the streetlights had been carried out and a report received.</p>
MS31/2025-26	<p>Policies and procedures</p> <p>a) To consider the adoption of a memorial bench policy and consider the type, material and size of benches permitted. The draft memorial bench policy was reviewed and amendments made. It was AGREED to place the updated bench policy on a future Full Town Council meeting agenda for approval.</p>
MS32/2025-26	<p>Future Agenda Items. To be emailed to clerk</p>
MS33/2025-26	<p>To arrange a date for the next Meeting of the Market and Services Committee: It was AGREED that the next Market and Services meeting be confirmed at a later date.</p> <p><i>Meeting Closed 15.05</i></p>