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Minutes of the Meeting of Settle Town Council held in the Council's offices, Settle Town Hall, on Monday, 3rd April 2017 at 7:00 pm.

Present: Cllrs Taylor (Town Mayor), Balsamini (Deputy Town Mayor), Robinson, Catherwood, McLernon, Beesley, Cotton, Handford, Tyrer, Lord, County Councillor Welch, & Miss R Hill, (Clerk)

Members of the Public Dr H Moakes and N Crossley (Practice Manager) Townhead Surgery
Chairman- Councillor David Taylor, welcomed all present and declared the meeting open.

Public Participation

Hilary Moakes and Nick Crossley informed the meeting that staff of Castlebergh hospital had only been informed of the closure on 3rd April and the hospital would be closed by the 13th April 2017. 10 patients will either be discharged or moved to Airedale ward 10 or Harrogate. Townhead surgery had not been consulted about this sudden closure. A risk assessment had been submitted to the Executive Board of Airedale Foundation and heating issues and power supply and problems with the drains were reported on. The Surgery have looked at different options and have been under discussion for a long time in order to cater for the health care needs of North Craven.

CL747 Vacancies

a) To receive the resignations of Cllr McLernon and Cllr Rose. Two Casual Vacancies will be advertised accordingly.

Resolved: That these be received.

b) To receive the Declaration of Acceptance of Office from J Lord.

Resolved: That this be received and duly signed dated and witnessed by the proper officer.

CL 748 Apologies Councillors Rose & District Cllrs Staveley & Hull & Sgt L Moorhouse

CL 749 Code of Conduct - Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda

a) Councillors are to declare any Disclosable Pecuniary Interests (DPI) that they may have in items appearing on this Agenda (S 30 (3)), Appendices A & B

b) To receive, consider, decide and record Members' requests for DPI dispensations (S 31) in connection with items on this Agenda – **Cllr Beesley declared and interest in minute ref:CL754 (a) Cllr Cotton Beesley and Mc Lernon declared an interest in Vic Hall Grant Application item CL755(e)**

c) Register of Interests – **None received**

CL750 Policing - To receive the monthly report

Resolved: That Sgt Les Moorhouse sent his apologies and a brief report was received.

CL751 Minutes To approve draft minutes of the Council meeting on 6th February 2017.

Resolved: That the minutes be approved and duly signed and dated. This item to be placed on the agenda for the next scheduled full Council meeting 3rd April 2017.

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CL752 County and District Councillors' reports

County Councillor Welch reported on fraud squad findings of an increase in counterfeit goods. The inter council assessment reported that child safeguarding came out top as a high priority issue. Castlebergh Hospital - £1million of repairs was quoted as being required. NYCC are looking at land to develop a combined surgery and community hospital. Gary Fielding Corporate Director Strategic Services and Andrew Web of Adult and Children's Services are heading this project. Cllr Welch expressed how sorry he was to see Cllr McLernon retire.

Cllr Welch H Moakes and N Crossley left the room at 19.22pm

CL753 Matters relating to County, District and/or Parish.

a) Craven District Council Changes to recycling collection service – to receive comments or queries.

Resolved: That this was received and comments regarding the Bins on Whitefriars Car Park were overflowing and there weren't any doors – a suggestion be made to CDC that the operatives carry a brush and shovel to clear the mess. Reports of vermin being seen were made.

b) 'Capturing The Past' public launch at the Folly April 4th 10.30- 3.00 – To receive approval to archive council documents to this archive and make enquiries hold past minute books (not already held electronically) at The Folly

Resolved: That the Council agreed to use the project to archive Council material and enquiries to be made to the County Records Office to archive the minute books when they have been scanned.

c) Big Yellow Letters – To approve the next location possibly Settle Primary school (emails already circulated)

Resolved: That this be approved subject to permissions and insurance being undertaken by the primary School

d) Seek approval for a shorter lease of 7 years on Cammock Lane allotment site with Craven District Council and a direct covenant to be drawn up any with any allotment association formed.

Resolved: That this be approved

e) To review the Council's Code of Conduct on DPI's and whether the member should be allowed to remain in the room. (Currently allowed in the Code adopted by the Council 2012 - Localism Act 2011)

Resolved: That Council's Code of Conduct be amended to ensure Councillors who had declared a DPI may make a statement but not take part in discussion and leave the room.

f) To cease accepting reservations for the Community Cemetery and Garden of Rest.

Resolved: That this be approved

g) A request to ask NYCC to change the road sign on B64798 to direct people to the Ribbleshead Viaduct

Resolved: That this is being considered as part of the Action Plan for the Market Town

CL754 Planning a) Applications received for consultation (applications advertised by CDC received prior to the meeting will be considered)

62/2017/17901 Application for Listed Building Consent for proposed security lighting and cameras to rear of building. Details of external glazed entrance screen as required by Condition 3 of 62/2016/17623 at The Folly Victoria Street Settle.

Resolved: That this be approved

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62/2017/17861 1) Erection of Double glazed porch replacement of existing doorway with a double doorway
2) Replace existing door into existing porch with hardwood windows 3) Replace existing softwood door into presbytery with hardwood at St Margaret and St Michaels Church Tillman Close Settle

Resolved: That this be approved

b) **Decision Notices** (notices received prior to the meeting will be reported).

62/2017/17725 Change of use from shop Class A1 and Financial Professional Services Class A2 to single dwelling at Station Road Settle

Cllr Balsamini left the meeting 20.05 pm

CL755 Finance

a) To check the Market books and to receive the Market report for March 2017.

Resolved: That the market books were found correct and that this item be placed on the agenda for the next scheduled meeting of the Council on Monday, 8th May 2017.

b) To receive a request for the Indoor Market to continue with half rent or three quarters rent for another 3 months due to lack of custom.

Resolved: That half rent be charged for another 3 months

c) To receive notice of 1% increase in JNC Local Councils pay scales for Clerks and agree the annual increase for all employees for 2017-18 in line with Govt National Minimum/Living wages changes 1st April 2017

Resolved: That this be received and implemented accordingly.

Cllr Balsamini returned to the meeting at 20.13 pm

d) To approve accounts for payment and to note receipts for March 2017 and April to date.

Resolved: That these be approved and agenda for the next scheduled meeting on 3rd April 2017

March	Receipts: 3,479.01	Payments: £ 6,783.64 (excluding transfers)
April	Receipts: £113.00	Payments: £ 3,049.46 (to date)

e) To reconsider the grant applications for Settle Victoria Hall and Settle Community Business Hub

Resolved: That the previous decision still stands and the applications be declined.

f) To review the Grant Award policy and procedure.

Resolved: That Cllrs Lord, Tyrer, Catherwood and Taylor meet with the Clerk and redraft the grant policy terms and conditions and monitoring forms.

CL756 Website Email Systems and Data Protection

a) To review website security and approve any changes to current arrangements as appropriate

b) To review the email system for security and reliability and agree action as appropriate

c) Review the policy on data compliance

d) Approve the updated Publication Scheme to ensure compliance.

Resolved: that this be approved.

e) Seek approval to transfer onto an unlimited usage contract.

Resolved: That a report covering items agenda items a) b) c) & e) options and costings by Cllrs Balsamini, Catherwood and Handford be produced for the next scheduled meeting

Commented [R1]:

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CL757 To receive and respond to correspondence (correspondence received after the advertised agenda will be considered).

a) Settle Business Awards Sponsorship request

Resolved: That Cllr Balsamini obtain more information about the Awards from his next attendance at Chamber of Trade meeting.

b) Request for Flowerpot man on Castlebergh again and permission for Flowerpot figure on the Fountain

Resolved: Permission be given for the Flowerpot man on Castlebergh but more information is required

CL758 To receive information and reports from Councillors on their attendance at other meetings (not already covered in this agenda) Information and reports from the Clerk and requests for future agenda items.

Annual Parish Meeting to be Held in Victoria Hall at 7pm on Wednesday 19th April

Skipton Mayors Charity Dinner Rendezvous Hotel, Skipton on Saturday 22 April 2017.

Notice of Election for the forthcoming County Council elections on 4th May 2017

Annual Return papers received to be completed by 12 June 2017

Update on Office Move from the Clerk

White Rose March 2017 issue

Reports from meetings attended by Cllrs.

Cllr Taylor attended the CDC Parish Liaison meeting and reported back that Coniston Cold Bridge is being surveyed with a possibility it may be widened. Bex Gill – a new road is being proposed 3 options are being looked at. The Local Plan should be coming out for final consultation 6th April for 4 weeks.

There being no further business, the meeting was closed at 9.12 pm