

**Minutes of the Meeting of Settle Town Council held in the Council's offices, Settle Town Hall, on Monday 5<sup>th</sup> June 2017 at 7:00 pm.**

**Present:** Cllrs Taylor (Town Mayor), Balsamini (Deputy Town Mayor), Robinson, Beesley, Cotton, Handford, Lord, County Councillor Welch and District Cllr Hull, & Miss R Hill, (Clerk)

**Members of the Public** A Gee, D Kay, H & M Holland, M Casey, R Howarth, H Soames, N Lockley J Bentley

Chairman- Councillor David Taylor, welcomed all present and declared the meeting open.

**Public Participation**

*Anley Crag Business Park Planning* - Objections were raised by local residents to the Anley Crag Business Park relating to the poor notification of the application. Notices were in inaccessible places and one had been taken down immediately letters hadn't arrived and near neighbours not notified. Other objections related to highways accessibility and safety issues and the inappropriate mix of residential and industrial.

*Marshfield Road Parking Problems* – Concerns were raised about Parked cars around Marshfield Road and Church Street which are causing visibility and safety issues.

**CL782 Vacancies** - To fill 2 Casual vacancies by co-option.

**Resolved: That this be scheduled for the next meeting.**

**CL 783 Apologies** Councillors Tyrer and Catherwood & Sgt L Moorhouse

**CL 784 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 Balsamini declared and interest in minute ref: CL790 & 796** c) Register of Interests – **None received**

**CL785 District Councillor Hull provided an update on the closure of Castlebergh Hospital**

There has been an issue with the lack of liaison with Airedale. Pat Taylor had written to the manager of Castlebergh but despite assurances there is no new base for the Community team. Townhead surgery are keen to use the Community team. Transport issues have now become worse because people from the area now at Airedale hospital travel times are between 50 minutes to over an hour by public transport which is not frequent enough.

'Limestone View' are looking at converting a room to make it a respite bed but it is up to NYCC to approve this.

Talks are still being held with Townhead Surgery to look at the medium term solution to create a Wellbeing Hub at the former Middle School Site. A representative from the Trust is attending a meeting to discuss this. Cllr Taylor asked if he could attend as representative of the Town Council.

Cllr Hull was thanked for her time working on this by Cllr Balsamini

*Cllr Hull left the room at 19.17pm*

**CL 786 Policing** - To receive the monthly report

**Resolved: That Sgt Les Moorhouse sent his apologies No report was received. Continued/**

**Minutes of the Meeting of Settle Town Council on Monday 5<sup>th</sup> June 2017 cont.**

*Cllr Balsamini left the room at 19.18*

**CL787 Minutes** To approve draft minutes of the Annual meeting of the Council on Monday 8<sup>th</sup> May 2017 and Administration, Finance and Staffing Committee meeting on Thursday 18<sup>th</sup> May 2017 as a true record.  
**Resolved: That the minutes of the Annual meeting be approved and duly signed and dated. The minutes from the meeting on the 18<sup>th</sup> May were moved to the end of the meeting due to confidentiality. This item to be placed on the agenda for the next scheduled full Council meeting 10th July 2017.**

*Cllr Balsamini re-joined the meeting at 19.20*

**CL788 County Councillor's report**

County Councillor Welch reported that he is now Chairman of the NYCC Craven Area Committee for the next 4 years. The next meeting on the 21<sup>st</sup> September should include an agenda item on the closure of Castlebergh Hospital

Cllr Welch agreed to get in touch with Highways department to get an officer to attend a meeting about the parking and highways issues.

**CL789 Matters relating to County, District and/or Parish.**

a) To receive any update relating to the closure of Castlebergh Hospital and agree any further action.

**Resolved: That Giggleswick Parish Council be approached to apply to have Castlebergh Hospital as an Asset of Community Value.**

b) To seek approval for the Skate Park to be located at Bond Lane Play Area and receive an update on progress.

**Resolved: That an update was received and that the site be approved.**

c) To consider the future of the Katherine Homes oil painting to remain in the new Café at the Folly to be glazed to protect it (approx. cost £700+ VAT) or return to the Town Council.

**Resolved: That the Council would pay 50% of the cost of glazing and that the painting should remain at the Folly with a new loan agreement to be drawn up.**

d) To review the free disc parking scheme and raise any issues with its implementation in particular the cost of providing the discs and consider an alternative system of distribution and minimise costs.

**Resolved: That a 3 hour time limit be placed on the disabled bay signs in order to enforce parking all day.**

**The area currently no parking where motorbikes park to be designated as Motorbikes only.**

**The clerk was asked to cost out a dispensing machine for the discs and a map for £1 and a cheaper version of the disc plus sponsorship of this version for the meeting in September 2017.**

e) To approve requests for any amendments to the Traffic Order

**Resolved: that the above amendments be approved.**

f) To consider a one way system around the Market Place to provide safer pedestrian access and safer vehicle flow.

**Resolved: That Proposal A of the one way system be requested from NYCC Highways.**

g) To consider further matters relating to NYCC Highways Dept.

Incidents at The Courtyard

**Resolved: that NYCC Highways be approached to make it a left turn only**

Lack of white lines along Church Street and over the bridge to the College

**Resolved: That this be reported again**

**Continued/**

**Minutes of the Meeting of Settle Town Council on Monday 5<sup>th</sup> June 2017 cont.**

c) Parking issues on Marshfield Road, Kirkgate and outside the fire station, Townhead, Entrance to Greenfoot Car Park

**Resolved: That the parking issues be considered as a whole and a working group be set up with NYCC officers and Cllrs Taylor Balsamini Robinson Cotton & Beesley and that the police be contacted regarding the dangerous parking that is occurring around the Town.**

**CL790 Planning a) Applications** received for consultation (applications advertised by CDC received prior to the meeting will be considered)

**62/2017/18067** Hybrid application for 65 Dwellings and public open space and employment land and new access from Skipton Road at Land South of Ingfield Lane

**Resolved: that the Council objected as previously.**

**62/2017/18064** Outline application with reserved matters Anley Business Park and Residential development

**Resolved: That the Council objected**

**62/2017/17374** Replacement of glazed windows for hardwood double glazed windows at 9 Victoria Street Settle **Resolved: That this be approved**

**62/2017/17996** Proposed single Story Extension at 8 Scar View Long-life Road Settle

**Resolved: That this be approved**

**62/2017/18005** Retrospective application for listed building consent for replacement of 2 UPVC windows with wooden versions at Rose Cottage 6 Constitution Hill Settle

**Resolved: That this be approved**

**62/2017/18026** Listed building application to replace external door and repair door frames at the main platform Station Building **Resolved: That this be approved**

**62/2017/18098** Drainage works at Rugby Club and Removal of 1 Beech Tree (TPO)

**Resolved: That the Council object strongly to the removal of the tree as unnecessary**

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

**62/2017/17960** Application to vary conditions 2 & 5 to replace first floor windows and change the colour of rain water goods at The Cottage Duke Street **GRANTED**

**62/2017/17938** Replace UPVC windows with hardwood and external lounge door with hardwood window at 3 School Hill Settle **GRANTED**

**62/2017/17929** Alterations and single storey extension at Cragdale Cottage Victoria Street Settle **GRANTED**

**62/2017/17901** Application for listed building consent for security lighting and internal alterations at the Folly **GRANTED**

*Cllr Balsamini and County Cllr Welch left the meeting 20.21 pm*

**CL792 Finance**

a) To check the Market books and to receive the Market report for May 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, 10<sup>th</sup> July 2017.**

b) To approve accounts for payment and to note receipts for May 2017 and June to date.

**Resolved: That these be approved and agenda for the next scheduled meeting on 10<sup>th</sup> July 2017**

<b>May</b>	<b>Receipts: 3,043.27</b>	<b>Payments: £ 48,679.86 (excluding transfers)</b>
<b>June</b>	<b>Receipts: £0.00</b>	<b>Payments: £ 6,645.77 (to date)</b>

c) To receive a memorandum detailing the request to employ an assistant clerk.

**Resolved: That this be approved.**

**Continued/**

**Minutes of the Meeting of Settle Town Council on Monday 5<sup>th</sup> June 2017 cont.**

d) To approve a policy for a de Minimis amount of £500 for Councils assets as recommended by the internal auditor.

**Resolved: that this be approved**

e) To receive the internal auditors report

**Resolved: To agenda for the next meeting on 10<sup>th</sup> July as no report was received.**

**CL793 Policy**

a) IT Policy - To receive an update

**Resolved: That a brief update was received from Balsamini in Cllr Catherwood's absence. Cllr Balsamini proposed a new website and email system. Information from the government relating to changes on data protection was to be circulated and this item be placed on the next meeting's agenda.**

b) To receive and approve the reviewed Grant Award policy and approve a procedure and monitoring system.

**Resolved: That newly drafted policy be circulated and agenda for the next scheduled meeting.**

c) To approve the recording of meetings by the Council itself and agree how long these will be retained and how they will be made available.

**Resolved: That this be approved but not implemented until the policy about retention and access was in place.**

**CL794 To receive and respond to correspondence** (correspondence received after the advertised agenda will be considered).

a) To receive a proposal from Addison James Consultant surveyors LTD to look into the Business Rates being charged for the Market Place

**Resolved: that this be approved**

b) National Park Management Plan Consultation

**Resolved: That individual Councillor responses be sent**

*Cllr Balsamini left the room at 21.09*

c) To approve a nomination to CDC Standards Committee

**Resolved: That Cllr Balsamini be nominated**

d) Letter from J Smith re Castlebergh Hospital **Noted**

**CL795** The Minutes from the Administration, Finance and Staffing Committee meeting on Thursday 18<sup>th</sup> May 2017 **Resolved: That these be approved and the standing orders be amended accordingly.**

**CL796 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.**

Register of Electors - Cllr Cotton requested information as to the roll had increased or decreased  
Cllr Taylor attended Speech Day at Giggleswick School

***There being no further business, the meeting was closed at 9.28 pm***