

Minutes of the Annual Meeting of Settle Town Council held in the Council's offices, Settle Town Hall, on Thursday, 10th May 2018 at 7:00 pm.

Press and Public were excluded from the agenda item CL 952g due to the confidential nature.

Present: Cllrs Taylor, Balsamini, Lord, Bellfield, Wood & Miss R Hill (Clerk).

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

A vote to hold a secret ballot was agreed prior to voting commencing.

CL937 To elect the Chair/Town Mayor and receive the Town Mayor's Declaration of Acceptance of Office

Resolved: That Cllr Danielle Balsamini be elected Town Mayor and signed the Acceptance of Declaration of Office.

CL 938 Vacancies To fill 7 Casual vacancies by co-option.

Resolved: That Dave Wood be co-opted and duly signed the declaration of acceptance of office and consent to co-opt form. This agenda item be scheduled for the next Council meeting on the 4th June 2018.

CL 939 Apologies Councillor Cllr Hull & County Cllr Welch

CL940 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 **Cllr Lord declared and interest in CL 946 planning ref 18965**

b) To receive, consider, decide and record Members' requests for DPI dispensations (S 31) in connection with items on this Agenda – **None received.**

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

CL941 To elect a Deputy Chair/Town Mayor

Resolved: That Cllr David Taylor be elected and signed the declaration of Acceptance of Office.

CL942 Policing To receive the monthly report

Resolved: None received.

CL943 Minutes - To approve draft minutes of the meetings of the Full Council on Monday 9th April and the Annual Parish Meeting on 26th April 2018. Approve the draft minutes and accept all recommendations of the Administration, Finance and Staffing Committee meetings on the 26th April meeting on as a true record.

Resolved: That these be approved and all recommendations be accepted.

CL944 County & District Councillors' Report

Resolved: That none were received.

CL945 Matters relating to County, District and Parish.

a) To receive any update if available from the meeting at St Johns Methodist Church on 8th May 2018 about Castlebergh Hospital.

Resolved: That a report was received that Castlebergh Hospital was to re- open in 6 months' time and that additional use of the building was proposed. A public letter of thanks be sent to those who challenged the closure of the hospital via the Craven Herald.

Continued/

Minutes of the Annual Meeting of Settle Town Council on Thursday 10th May 2018 cont.

b) To review the Conditions of Use/Hire of the Market Place.

Resolved: That this item be deferred until alternative options have been explored and subject to the outcome of the offer of Millennium Garden as an alternative site.

c) To reconsider the request for the Bookstall from the Rotary Club to stand on the Market Place in summer on Saturdays (subject to weather conditions).

Resolved: That the Millennium Garden be offered as an alternative site free of charge. An 'A' Board advertising consent application form be supplied.

d) To approve the draft funding agreement with Craven District Council for the Castlebergh Crag Development Project.

Resolved: That this be approved

e) To approve a request for permission to use the Market Place from the National Youth GB Choir on 3rd August 2018.

Resolved: That this be approved.

CL946 Planning

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

2018/19205/LBC Listed Building Consent to re-roof rebuild chimney with reclaimed stone replace existing guttering and down pipes and re-roof existing workshop at 2 Chapel Street Settle

Resolved: That the Council had no objection to the proposal.

Cllr Lord left the room at 19:51 p.m.

2018/18965/FUL Amendments to full application for demolition of existing structures and development of eight dwellings at Land North of Kings Mill Lane

Resolved: Settle Town Council object to the proposal on the grounds that the type and density of housing does not meet the affordable housing needs of Settle. Large 3 and 4 bed properties are not within the means of young families of Settle. The change to plot 8 has reduced the garage parking to a single garage and added another bedroom to make it 4 bed - this will increase the parking problems and make it less affordable for local residents. The access does not appear to have been altered and is therefore very narrow. The Town Council fully support the CDC Environmental Health Consultee comments

Cllr Lord returned to the meeting at 20.01 p.m.

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

C/62/602D/LB Listed Building consent to replace existing UPVC windows and partially glazed barn door at Stockdale Farm with double glazed timber sliding sash windows and partially glazed barn door **GRANTED**

CL947 Dog Meadow Allotment

a) To review the response from YLCA regarding limiting number of hens and opinion regarding interpretation of selling eggs.

Resolved: That the email from YLCA be sent to the complainant and the Council have agreed not to set a limit.

CL948 To appoint Statutory and other Standing Committees and to elect a chairman for each.

Recreation, Amenities & Lighting, Markets, Allotments, Administration, Finance & Staffing.

Resolved: That this be approved and that the Chairman or Deputy Chair be elected at the first meeting of each Committee. All Councillors will remain in each Committee unless they are an Allotment Holder and therefore excluded from sitting on the Allotments Committee.

Continued/

Minutes of the Annual Meeting of Settle Town Council on Thursday 10th May 2018 cont.

CL949 To consider the payment of subscriptions as follows:

Yorkshire Local Councils Associations £703	Friends of the Settle – Carlisle Line £20
Society of Local Council Clerks £185	SELRAP £15
Institute of Cemetery Crematorium Management £90	Local Councils Review £17
Local Councils Direct Magazine & Update £100	NABMA £382

Resolved: That these be approved except the Local Councils Review subscription be discontinued.

CL950 Assets and Insurance

a) To receive a list of Deeds and Trust Instruments and an Asset Register of Equipment and possessions in the Custody of the Council

Resolved: That list was received and approved after a comprehensive review the street furniture and play equipment which are well in excess of 25 years old be scrapped and written out of the Register.

b) Review the Insurance Schedule for 2018-19

Resolved: That this be renewed following amendments to the street furniture and play equipment values. Yellow Letters and Wooden Planters to be removed. The Clerk to make enquiries about the risk of incurring fines relating to potential data breaches under GDPR and report back to Council.

CL951 To receive and respond to correspondence (correspondence received after the advertised agenda will be considered)

a) To approve a request for the Flowerpot man on Castlebergh Crag from June to 7th September 2018

Resolved: That this be approved

CL952 Finance

a) To check the Market books and to receive the Market report for April 2018.

Resolved: That the Markets books were correct and to schedule this agenda item for the next meeting on 4th June 2018.

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

Resolved: That these be approved and agenda for the next scheduled meeting on 04th June 2018.

April Receipts: £ **62,771.11**

Payments: £**9,108.37** (excluding transfers)

May Receipts: £ **844.50**

Payments: £ **4,526.56** (excluding transfers)

c) To seek approval for purchase of hardware and software approx. cost £1000 for storage device to enable safe storage of data, Network Attached Storage(NAS)with 2 discs and encryption software.

Resolved: That This be approved.

d) To approve termination of the agreement to rent the basement store room in the Town Hall cost £500 per annum storage secured at the Royal Oak will accommodate Town Council assets.

Resolved: That this be approved

e) Approval for the Clerk to attend the Parliamentary Reception Markets Group on Tuesday 15th May - Transport cost £60 approx.

Resolved: That this be approved

f) To consider the retention of the Data Protection Officer at £150 per annum as good practice although it may not be mandatory. (subject to amended bill becoming law)

Resolved: That this be approved.

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Press and Public were excluded from the following item due to the confidential nature.

The Clerk left the meeting at 21:04 p.m.

- g) To approve the remuneration for the extra statutory days not taken for 2017-18 and approve the pro rata hours for all staff. (Report circulated prior to the meeting).

Resolved: That this be approved (Cllr Balsamini abstained).

The Clerk returned at 21:07 p.m.

CL953 To receive items of information from the Clerk or Councillors and future agenda items

Pennine Journey Project raising the profile of the walk to increase footfall and boost local communities.

Cllr Balsamini reported back from the Chamber of Trade meeting about the signage project which will be led by CDC and the COT and STC will be consulted.

Future Agenda Items and Dates of Next meetings

Cllr Lord asked for the Chamber of Trade update be a standard item

Representatives to be appointed on outside bodies to be added to the agenda for June

Cllr Lord asked for the Skate Park to be as standing item

Land and parking at Proctors Row to be added to the agenda for June

The date of the next meeting is Monday 4th June 2018

There being no further business, the meeting was closed at **9.17 pm**

Signed

Dated