

Minutes of the Meeting of Settle Town Council held in the Council's offices, Settle Town Hall, on Monday 3rd December 2018 at 7:00 pm.

Present: Cllrs Balsamini (Town Mayor), Taylor, (Deputy Town Mayor), Handford, Lord, Presland, Bellfield, Catherwood & Miss R Hill (Clerk)

Members of the Public 5

Chairman- Councillor Balsamini welcomed all present and declared the meeting open.

Public Participation

A member of Vibrant Settle and the Electrical contractor attended the meeting and raised concerns about the threat of non-payment of the invoice, as a result of the disagreement about the suitability of Poppies and Wreaths as this year's Christmas Decorations on the Town Centre Tree. The Clerk to seek clarification.

CL1038 Vacancies To fill Casual vacancies by co-option.

Resolved: That this item be rescheduled for the next meeting.

CL 1039 Apologies To record and approve reasons for absence

Resolved: That apologies were approved for Councillors Wood and Linley. County Councillor Welch and District Councillor Hull also tended their apologies.

CL 1040 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 Balsamini declared a DPI relating to CL1048**

b) To receive, consider, decide and record Members' requests for DPI dispensations (S 31) in connection with items on this Agenda

c) Register of Interests **All Councillors to check they have an up to date form registered with the Monitoring Officer**

2 members of the public left the meeting at 19:14 p.m.

CL 1041 Policing To receive the monthly report

A written report was circulated.

CL 1042 Minutes To approve draft minutes of the meetings of the Full Council on Monday 5th November 2018 as a true record.

Resolved: That the Minutes were approved.

CL 1043 County & District Councillors' Report

No reports.

CL1044 Matters relating to County, District and Parish.

a) Skate Park – to receive a progress report from the steering group meeting on 15th November and nominate project contacts and authorise monitoring and evaluation personnel. Authorise the award letter.

Resolved: That an update was received from the Clerk. Match funding from Sport England had been received and the award letter was duly signed. Cllr Lord was nominated as monitoring and evaluation project contact. The next meeting was set for 12th December 2018.

b) To receive items and reports relating to Castlebergh Hospital and approve any resolutions as required.

Resolved: That none were received.

Continued/

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- c) To receive the Rev F plan and covering report and bill of costs for Castlebergh Crag Development and authorise the adoption of the plan and phased implementation.

Resolved: That following discussion of the amended plan F it was agreed that: -

1. The Council adopts the Castlebergh Master Plan as a framework for the future development of the Castlebergh Crag and Woodland.

2. The steering group continue to undertake the next steps identified at the end of this report.

- d) To receive a report from Chamber of Trade and receive the latest minutes if available.

Resolved: Cllr Balsamini advised that there was no report.

- e) To consider further the tarmac repair of the path outside 2 shops – respond to NYCC letter dated 18th October 2018 relating to the Council's request for service.

Resolved: To formally request that North Yorkshire County Council repair the path and that a letter to County Councillor Welch be drafted, circulated and sent out expressing the Town Council's disappointment that he was unwilling to continue to support this essential repair. 5 Councillors voted for the proposal, Cllr Bellfield abstained and Cllr Balsamini voted against the proposal.

CL 1045 Planning Applications (applications advertised by CDC received prior to the meeting will be considered)

2018/19890/FUL Change of use from A3 (restaurant café to A1 (shop) and refurbish of existing shop front; demolition of existing rear extension and erection of new two storey with balcony additional residential floor area.

Resolved: That the Council did not object.

2018/19013/LBC Listed building consent for the provision of two Customer Information Screens (CIS) replacement ticket vending machine (TVM) refurbishment of platform 2 waiting room and Personal Address (PA) and CCTV on platforms at Settle Railway Station, Station Road, Settle

Resolved: That the Council did not object.

2018/19929/FUL Installation of four rapid electric vehicle charging stations within the car park of Booths.

Resolved: That the Council supported the application.

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

2018/19735/COU Change of use and alterations and conversion from retail storage and warehouse to retail, bar/restaurant and holiday accommodation. **GRANTED**

2018/19785/HH Enlarge existing window opening and form gable to roof over at Currier Cottage, 14 Victoria Street, Settle, BD24 9HD. **GRANTED**

C/62/646 Full planning application for erection of extension to replace conservatory at Scaleber Cottage, Mitchell Lane, Settle. **GRANTED**

C/62/645 Withdrawal of application to conversion of barn to a 3-bed local occupancy dwelling re-align boundary wall at access point off A65 installation of PTP and associated works to form curtilage and car parking.

CL 1046 Finance

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

Resolved: That the Market books were correct and to schedule this agenda item for the next meeting on 3rd December 2018.

Continued/

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b) To approve accounts for payment and to note receipts for November 2018 and December to date.

Resolved: That these be approved and agenda for the next scheduled meeting on 3rd December 2018.

November Receipts: **£ 3,372.88** Payments: **£6,486.14** (excluding transfers)

December Receipts: **£ 32.00** Payments: **£ 2,459.35** (excluding transfers)

c) Precept request from Craven District Council for 2019/20

Resolved: That an Administration, Finance and Staffing Committee meeting be arranged to consider the first draft of the budget.

d) Settle Relief in Need request for a signatory to officially close the Charity and agree where the funds should be allocated, another similar charity or elsewhere.

Resolved: That Settle Aid in Sickness funds would be received from Settle Relief in Need and Cllr Taylor would become a signatory. Cllr Taylor to arrange with Ron Maude, the current Trustee.

e) To receive quotes for CCTV in the Town Hall Office and approve a contractor.

Resolved: That Cllr Balsamini would establish what make and model the contractors were intending to install and bring back to the next meeting scheduled for 7th January 2019

2 further members of the public left the meeting at 20:41 p.m.

f) To receive quotes to fell one dangerous tree at Bond Lane and approve an application for tree works in a Conservation Area and to remove fallen trees at Cammock Lane Allotment site.

Resolved: That Contractor A be awarded the contract.

g) Councillor/Clerk YLCA Training - Planning Seminars March/April 2019 £115 per delegate.

Resolved: That Cllr Taylor attend the training in April 2019.

CL1047 To receive and respond to correspondence (correspondence received after the advertised agenda will be considered)

a) Request for permission to film in Settle Northern Film School February 26th to March 4th 2019

Resolved: That further information be obtained in order to consider the request.

b) Request to make digital photographs of the two books concerning subscriptions for the Town Hall building in 1832 and to display on Dales Community Archives website. Copyright to be retained by Settle Town Council and the books can be sent to NY County Records Office.

Resolved: That this be approved

c) Email from contractor regarding snow clearing and suggested amendments to the procedure for call outs etc.

Resolved: That the contractor would be contacted the evening before bad weather and notice for a call out. The grit would be bought by the Town Council and delivered to the contractor's yard, but no minimum temperature would be set other weather factors would be taken into consideration before call outs.

Cllr Balsamini left the meeting at 21:02 p.m. and did not return. The Vice Chair Cllr Taylor chaired the rest of the meeting. The Clerk introduced the item and left the meeting room at 21:07 p.m.

CL1048 A resolution to exclude the press and public prior to the following item will be requested in accordance with the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business.

a) To consider and approve the email protocol for sending agendas and minutes in relation to the Council's resolution minute ref CL 738 agreed at the Administration, Finance & Staffing Committee meeting 18th May 2017. (Approved at Full Council on 5th June 2017)

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Resolved: That District Cllr Staveley be sent minutes of Council and Sub-committee meetings but not send agendas for meetings as these constitute an invitation to the meeting.

b) To agree a response to emails received relating to this matter.

Resolved: That a letter be sent to County Councillor Welch explaining the Council's decision, drafted by Cllr Bellfield and to be typed up and sent from the Admin Finance Assistant.

The Clerk returned to the meeting at 21:21

CL1049 To receive information and reports from Councillors on their attendance at other meetings (not already covered in this agenda)

- a) Clerk magazine
- b) Local Councils Update November 2018 issue 223
- c) North Craven Heritage Trust 50th Anniversary Booklet - 'Fifty Years On: Securing North Cravens Heritage '
- d) War Memorials Trust Bulletin November 2018 No.79
- e) Clerks and Council's Direct Issue 120 November 2018
- f) Information and Reports from Councillors relating to attendance at events meetings and representation on outside organisations.
- g) Future agenda items.

The Condition of the Market Place. Lone Worker Policy

CL1049 Dates of next meetings:

First Aid Course for Staff and 3 Councillors 10th December 2018 9-3:30 in the Town Hall
Full Town Council Calendar of meetings 2019

The next Full Town Council meeting will be on Monday 7th January 2018 at 7p.m.

There being no further business, the meeting was closed at 9.31 pm