

Minutes of the Meeting of Settle Town Council held in the Council's offices, Settle Town Hall, on Monday 8th October 2018 at 7:00 pm.

Present: Cllrs Balsamini (Town Mayor), Taylor, (Deputy Town Mayor), Handford, Catherwood, Wood. District Cllr Hull & Miss R Hill (Clerk)

Members of the Public 9

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

Public Participation

A member of 'Roots' attended and asked what had happened to the wood (valued at £500) from the TPO Beech tree that was felled near the Rugby Club. Roots want to either place a plaque or have a sculpture or carving made from the stump. Cllr Hull agreed to look into this.

A local resident provided details of a limestone headstone for approval by the council - this will be placed on the agenda for the Recreation and Amenities Committee meeting set for this month.

Paul Kelly Project Lead and Marian Mc Nicol Project Manager of the Syrian Refugee Support Group attended and provided a brief presentation about the formation of the group and its purpose. A Question and answer session followed and leaflets were circulated.

CL1011 Vacancies To fill Casual vacancies by co-option.

Resolved: A local resident had expressed an interest in becoming a Town Councillor but the Clerk did not have any further information. This item will be scheduled for the next meeting on Monday 5th November 2018.

CL 1012 Apologies To record and approve reasons for absence

Resolved: That this was approved for Councillor Welch.

CL 1013 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 CL1018 Planning application 19681**

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 **None Declared**

CL 1014 Policing To receive the monthly report

A written report was circulated to all councillors.

CL 1015 Minutes To approve draft minutes of the meetings of the Full Council on Monday 3rd September and Extra meeting 13th September 2018 as a true record.

Resolved: That the Minutes were approved.

CL 1016 County & District Councillors' Report

Cllr Hull reminded the meeting that the Community Grants scheme is up and running for grants of up to £1k. Ideal for small community groups who need the money up front. She has been occupied with arrangements for the Chairman's Civic Event on 17th October 2018 Gary Verity is key speaker.

Continued/

Minutes of the Meeting of Settle Town Council on Monday 8th October 2018 at 7:00 pm. Cont.

CL1017 Matters relating to County, District and Parish.

- a) Skate Park – to receive a progress report and arrange the next steering group meeting.

Resolved: That a progress report was received from the Clerk.

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

Resolved: That none were received.

- c) To receive an update regarding the Castlebergh Crag Development.

Resolved: That the revised plan B was to be circulated to Settle Youth Club, Scouts, the Primary School and College Settle Stories and Yorkshire Dales Millennium Trust to gauge a wider age range response.

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

Resolved: Cllr Balsamini gave a report and the previous minutes were circulated. Cllr Hull was asked to seek clarification about the Signage project.

- e) Public conveniences in Whitefriars Car Park- to receive any information and agree action if required.

Resolved: That a schedule of works to the toilets for October and November had been received from Craven District Council but as yet the cleaning contract/regime had not been provided.

- f) To receive the Gaslight Powerpoint Presentation to Parish Liaison meeting.

Resolved: That this was noted.

CL 1018 Planning Applications (applications advertised by CDC received prior to the meeting will be considered) Cllr *Balsamini left the meeting*

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

19681/FUL Single story detached dwelling short-term Holiday-let at 17 Weavers Court, Kirkgate, Settle

19694/HH Proposed single story rear cloaks and porch extension at 10 Craven Terrace, Settle

19700/LBC Application for listed building consent for rebuilding of steps to the front elevation with new handrails. New paving to rear to allow disabled access to first floor at the Folly Victoria Street Settle.

19702/FUL Re submission for Full planning application for demolition of existing structures and development of eight dwellings at Land North Of Kings Mill Lane (former NYCC Depot) non determined application 18965

19724/TCA 2 no. Beech, 2 no. Fir & 1 no. Ash -Crown topping under telephone wires and cutting back of branches to clear the footpath at land to the rear of 12 High Hill Grove Street Settle

19734 Appeal against non determination of application 18965 land at North Of Kings Mill (former NYCC Depot)

C/62/646 Extension to replace conservatory at Scaleber Cottage Mitchell Lane Settle

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

19312/FUL Construction of Single Story 1 bed Dwelling at l and north of the Croft 1 The Terrace, Settle.

19654/FUL Withdrawn application Proposed demolition of 3 Redundant domestic garages to construct 1 two bed detached dwelling at Land adjacent to Sansbury Place, Duke St Settle.

c) Planning Committee items

19509/OUT Outline application for two pairs of semi-detached dwellings at Back Church Street Settle

18064/OUT Outline application for an employment led mixed use development A new business park incorporating B1 Business Units B2 General Industrial Units a car Dealership and residential development.

Continued/

Minutes of the Meeting of Settle Town Council on Monday 8th October 2018 at 7:00 pm. Cont.

CL 1019 Recreation and Amenities Committee and Working Groups Neighbourhood Plan Community Led Housing

- a) To agree Terms of Reference for the working group local occupancy and affordable housing and receive a report.

Resolved: That the name of the working group should be the Affordable Housing Working Group and Terms of Reference were approved.

- b) To agree Terms of Reference for Recreation and Amenities Committee.

Resolved: That these be amended and approved.

CL 1021 Finance

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

Resolved: That the Market books were correct and to schedule this agenda item for the next meeting on 5th November 2018.

- b) To approve accounts for payment and to note receipts for September 2018 and October to date.

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

September	Receipts: £ 55576.85	Payments: £8933.14 (excluding transfers)
October	Receipts: £ 454.00	Payments: £ 5014.57 (excluding transfers)

- c) To receive and approve the completed annual return from PKF Littlejohns LLP.

Resolved: That this was received and no matters required attention or were of concern.

- d) To receive further quotes for Fibre Broadband deals.

Resolved: That Plusnet quote be taken up and enter a new contract for Fibre Broadband.

- e) To review and authorise internet banking arrangements by the Clerk [RFO] and the Finance Admin Assistant as the Service Administrators.

Resolved: That this be approved and the Assistant be added as an admin user on the account and authorised user of the Credit Card. Two Councillors to be set up on the account as secondary authorisation.

- f) To consider and approve any grant applications received.

Resolved: That grants be awarded to Settle Rotary for £1000 and Gallery On the green for £500.

- g) To consider approval for the SSL certificate £85 admin set up and £60 per annum.

Resolved: That the SSL certificates be purchased for this year for the two websites and Cllr Balsamini to produce a report detailing 3 other companies who can provide SSL certificates, including 20 email addresses and support 'wordpress' to enable the Council to review this again for 2019-20

- h) Consider a budget and future requirements for the improvement of the website/s.

Resolved: That this item be deferred until further notice.

- i) To consider and approve a budget for an internal cctv system for the Town Hall office.

Resolved: That 3 quotes be obtained for a 2 camera DVR System, access record remotely, motion capture with wifi for the office. Cllr Catherwood agreed to install the key code lock on the door.

CL1022 Flag Policy- To consider setting a policy regarding use of the flag pole and flying of flags.

Resolved: That the clerk to research other similar size parish Councils for a flag policy and obtain an estimate for Settle Town Council flag.

Minutes of the Meeting of Settle Town Council on Monday 8th October 2018 cont.

CL1023 To receive and respond to correspondence (correspondence received after the advertised agenda will be considered)

- a) To approve the hire or purchase of a Beacon to light on Castlebergh Crag for Remembrance Day 11th November to commemorate 100 year since the end of WW1.

Resolved: That the hire of a Beacon was approved. The purchase of a beacon was already in the plans for Castlebergh Crag improvements.

- b) Request for permission to use part of the Market Place from 10:00-11:00 a.m. on 13th October played by a few members of the Brass Band from the 'Oh What a Lovely War' Show in front of the Shambles.

Resolved: That this be approved.

- c) Request for the Town Mayor to attend the consecration of the next Bishop of Warrington Ven Rev Bev Mason on 18th October at York Minster.

Resolved: That Cllr Balsamini was unable to attend

CL1024 receive information and reports from Councillors on their attendance at other meetings (not already covered in this agenda)

- a) Clerks and Councils Direct
b) ICCM Autumn Issue
c) Local Councils update September issue 221
d) Letter and poster re Scam Mail from Royal Mail.
e) Information and Reports from Councillors relating to attendance at events meetings and representation on outside organisations.

Cllr Handford reported that Settle Area Swimming Pool are looking at improvements rather than an extension due to lack of funds.

Cllr Catherwood informed the meeting of an opportunity for advertising for Settle Market in the Settle College in house magazine.

- f) Dates of next meetings:

Skate Park Steering Group to be agreed late October 2018

Recreation and Amenities Committee Meeting Wednesday 24th October 2018

- g) Future agenda items.

Lone Worker Policy to be included on the next AFS Committee meeting Cllr Lord and Taylor to prepare an update for the Committee.

Settle's Neighbourhood Plan - Giggleswick Parish Councillors had expressed an interest in a partnership with Settle Town Council if it decided to pursue a Neighbourhood Plan

Condition review of the Market Place

The next Full Town Council meeting will be on Monday 5th November 2018 at 7p.m.

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