

Minutes of the Meeting of Settle Town Council held in the Council's offices, Settle Town Hall, on Monday 7th January 2019 at 7:00 pm.

Present: Cllrs Balsamini (Town Mayor), Taylor, (Deputy Town Mayor), Handford, Lord, Presland, Linley, Wood, Catherwood, James, District Cllr Hull & R Hill (Clerk)

Members of the Public 1

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

Public Participation None

CL1050 Vacancies To fill 2 Casual vacancies by co-option. To consider Beryl James co-option application.
Resolved: That Beryl James was co-opted to the Council and signed the Declaration of Acceptance of Office.

CL 1051 Apologies To record and approve reasons for absence

Resolved: That apologies were approved for Councillor Bellfield. County Councillor Welch also gave his apologies.

CL 1052 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
- c) Register of Interests

CL 1053 Policing To receive the monthly report

Resolved: That a written report was circulated prior to the meeting and noted.

CL 1054 Minutes To approve draft minutes of the meetings of the Full Council on Monday 3rd December 2018 and the Administration Finance and Staffing Committee meeting on the 19th December 2018 as a true record.

Resolved: That the Minutes were approved and duly signed.

CL 1055 County & District Councillors' Report

Cllr Hull reported that in her role as chairman her Annual Charity Swim Challenge can be taken at Settle swimming pool. Application forms are available at Settle Tourist Information.

Cllr Hull promoted the Green Apple Awards for environmental and green contributions to a location, forms are available from Settle TIC more information is available <https://thegreenorganisation.info/awards-home/> Settle GP practice are in the 7th round of "One Public Estate" – to obtain funding for a business case to look at the Surgery relocating with other health related facilities to the original Middle School site. They are one of 3 shortlisted projects.

Cllr Hull reported that there was to be a meeting for the Action Plan for Market Towns, the Town Council had not received any invitation.

A new initiative from CDC to install CCTV in specific areas to combat dog fouling.

Continued/

Minutes of the Meeting of Settle Town Council on Monday 7th January 2019 at 7:00 pm. Cont.

CL1056 Matters relating to County, District and Parish.

- a) Skate Park – to approve the advert for a project manager /consultant to progress the Skate Park project.

Resolved: That a project manager be advertised and a planning agent be appointed to submit the lighting planning application. As a matter of urgency, the Clerk to seek pre-app advice from the planning office

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

Resolved: That a planning application has been submitted but notification has not been received by the Town Council – the site is in Giggleswick Parish Council. The Clerk was asked to search/obtain details of the application and circulate.

- c) The Condition of the Market Place - to agree a plan of action for the maintenance and improvement.

Resolved: That a survey of the condition of the Market Place be commissioned and NYCC be asked for advice.

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

Resolved: Cllr Balsamini advised that there was no meeting to report back on.

- e) To consider the response from NYCC relating to the decision to not repair the paving outside the shop at the back of the Shambles.

Resolved: That the shop owner be contacted to receive confirmation that the land was not on the deeds before a land registry search be undertaken.

CL 1057 Planning Applications (applications advertised by CDC received prior to the meeting will be considered)

No applications were received.

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

2018/19884/LHSHLD Proposed single storey rear extension 4.4m beyond the rear wall; 3.26m in height from ground level; 2.1m in height to eaves from ground level (Prior Approval Notification) 16 Marshfield Road, Settle, BD24 9DA **REFUSED**

2018/19833/MMA Minor Material Amendment for condition no 2 of planning application reference number: 62/2015/16414 granted 13 January 2016 to provide changes to the proposed house types and the layouts, the new condition 2 should refer to plan references 7750P(0)01_Rev D; 7750P(0)03_Rev B; 7750P(0)04_A; 7750P(0)07_A; 7750P(0)08_A; MR18-96/102; 17T2245-800_P2; 17T2245-801_P1; 17T2245-802_P1; 17T2245-803_P1 which encompass the changes to the layout, the changes to the house types, the external works, the drainage matters and the proposed landscaping at Land Adjacent To Brockholes And Brockhole Lane, Settle, BD24 9RF. **GRANTED**

2018/19929/FUL Installation of four rapid electric vehicle charging stations within the car park of Booths, Settle. Four existing parking spaces will become EV charging bays, along with associated equipment. E H Booth and Co Ltd, Kirkgate, Settle, BD24 9BP **GRANTED**

Continued/

Minutes of the Meeting of Settle Town Council on Monday 7th January 2019 at 7:00 pm. Cont.

CL 1058 Finance

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

Resolved: That the Market books were correct and to schedule this agenda item for the next meeting on 4th February 2019

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

Resolved: That these be approved and agenda for the next scheduled meeting on 4th February 2019.

December Receipts: **£ 1016.33** Payments: **£8428.09** (excluding transfers)

January Receipts: **£ 1444.00** Payments: **£ 1936.81** (excluding transfers)

c) To approve the budget for 2019/20 and request the precept from Craven District Council of £104,199

Resolved: That this was approved, 9 Cllrs voted for with 1 abstention from Cllr Balsamini.

d) To receive further information on the quotes for CCTV in the Town Hall Office and approve a contractor.

Resolved: That following information from Cllr Catherwood on a different wireless system a plug-in wireless CCTV system be found for a budget of less than £500.

Cllr Balsamini left the meeting at 20:25 p.m.

Cllr Taylor acted as Chairman for the next 2 items

CL1059 To receive and respond to correspondence (correspondence received after the advertised agenda will be considered)

a) Wilberforce Trust questions via NYCC Stronger Communities

1. Potential venues targeting town centre footfall: (i.e. Market places, market days, library etc).
2. Contacts to agree space (i.e. local authority contact, Estate contact, library).
3. Is there any access to electric, Wi-Fi, toilets.
4. Potential communications & networks / circulation.

Resolved: That suggestions for suitable venues should include Booths supermarket, Greenfoot car park.

b) To consider supporting a Grit Bin at Townhead Rise for 4 new houses.

Resolved: That this be supported but at no cost to the Town Council.

Cllr Balsamini returned to the meeting at 20:32 p.m.

CL 1060 To receive the letter of resignation from the Administration Finance Officer.

a) Approve the job description and advert for an Assistant Clerk.

Resolved: That this be approved with hours advertised as 14-21. A letter of thanks to be sent to the Admin Finance Officer and flowers out of the Mayors Allowance.

b) To agree the timescales for the recruitment process and appoint Councillors onto the interview panel.

Resolved: That the deadline for applications be set at 7th February, review of the applications and shortlisting to be carried out week commencing 11th February – Cllrs Balsamini, James, Lord and Wood. Interviews to be arranged between 25-28th February and Cllr Taylor Wood and Balsamini and the Clerk be on the interview panel.

Cllr Linley left the meeting at 21:17 p.m.

Minutes of the Meeting of Settle Town Council on Monday 7th January 2019 cont.

CL1061 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 December 2018 issue 224
- c) Julian Smith MP Surgeries in Settle Friday 18th January 2018
- d) Thank you letter from Settle Rotary Club
- e) YDNPA Dark skies Festival 15th Feb - 3rd March 2019 www.darks skies national parks.org.uk
- f) Settle Community news Dec 2018
- g) Completed monitoring form from Three Peak Arts.
- f) Information and Reports from Councillors relating to attendance at events meetings and representation on outside bodies.
- g) Future agenda items.

Lone Worker Policy

Change to Banking arrangements

CL1062 Dates of next meetings:

The next Full Town Council meeting will be on Monday 4th February 2019 at 7p.m.

There being no further business, the meeting was closed at 9.24 pm