

**Minutes of the Virtual Meeting of Settle Town Council held on  
Monday 17<sup>th</sup> August at 7:00 pm.**

**Present:** Cllrs Balsamini, (Chair), Harrison, Rymer, Taylor and District Cllr Hull  
**Clerk:** Rebecca Hill  
**Deputy Clerk:** Ian Orton

The Chair welcomed everyone, introduced the virtual meeting procedure and declared the meeting open.

**VTC2045: Public Participation**

A member of the public requested the support of the Town Council to help restart the Town Twinning programme with Banyuls-sur-Mer adding that a letter of support to Banyuls-sur-Mer and an occasional reception for visitors from the Twin Town would be very helpful. The Chair indicated support for the request and the clerk confirmed the item was on the agenda.

**VTC2046: Vacancies**

The clerk confirmed that details of the two vacancies for Town Councillor had been circulated via social media, on public notices, on the Council web and would be included as a feature within the Craven Herald on Thursday 20<sup>th</sup> August 2020.

**VTC20047: Apologies:** To record and approve reasons for absence

**RESOLVED:** Apologies were received from Cllr Bellfield, Catherwood, Linley and CC Welch.

**VTC2048: Code of Conduct - Localism Act 2011:** To record any Councillor's Disclosable Pecuniary In relation to items on this agenda, to consider any dispensations or changes in member's register of interests. **RESOLVED:** Cllr Harrison declared a non -pecuniary interest in planning application 2020/21709/HH.

**VTC2049: Policing**

The Chair introduced a report from North Yorkshire Police indicating there were 33 reported crimes between 20<sup>th</sup> July and 16<sup>th</sup> August 2020. After discussion the report was noted.

**VTC2050: Minutes**

The draft minutes of the Full Council meeting on Monday 20<sup>th</sup> July 2020, Planning and Environment Committee meeting on Monday 27<sup>th</sup> July 2020 and Extraordinary Council meeting on the 12<sup>th</sup> August 2020 were agreed as a true record.

**VTC2051: To receive County and District Councillor's Report**

District Cllr Hull spoke about the proposed Local Government re-organisation within North Yorkshire which may involve the abolition of Craven District Council pointing out the aggressive timetable would delay all local elections to May 2022. The clerk added details of a document circulated by the Leader of Craven DC outlining other local government options for the future.

District Cllr Hull also spoke about the Middle School site and the implications for a skate park on the site. It was anticipated NYCC would recommence the meetings to review options for the site in mid-September 2020.

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**VTC2052: Matters relating to County, District and Parish**

a) **Skate Park:** The clerk gave details of the proposed master plan exercise for the Middle School Site and the implications for the funding of the Skate Park. Sport England had been informed the project was on hold and it was hoped the position would be clearer towards the end of the year. The report was noted. An update will be provided on the website and social media informing local parishioners

b) **Civil Parking Enforcement Market Place:** The Chair gave details of the Town Council carrying out parking initially within Market Place and possibly all parking facilities in due course. Cllr Rymer asked about staffing costs and potential income. After further discussion it was **RESOLVED:** the clerk to prepare a comprehensive report outlining the options after discussions with the existing enforcement agencies.

c) **Registering the War Memorial and Whitefriars Public Conveniences as an Asset of Community Value:** The clerk introduced a report seeking authority to register the War Memorial plus surrounding land and the Whitefriars Public Conveniences as an asset of community value pointing out if this was agreed the owners could not sell the assets without offering the community a period of time to purchase the assets for community ownership. After discussion it was **RESOLVED:** the clerk to register the War Memorial and Whitefriars Public Conveniences as an Asset of Community value.

**VTC2053: Planning**

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

**2020/21709/HH:** Single storey lean to style extension to rear of the house at 49 Mill Close, Settle: After discussion it was **RESOLVED: No objection.**

**2020/21753/OUT:** Outline application (all matters reserved except access) for a two storey detached dwelling utilising existing access and creation of new access for existing dwelling at Land to the North of 1 Northfields Crescent, Settle BD24 9JP: After discussion it was **RESOLVED: No objection.**

**2020/21840/FUL:** Proposed storage unit within the existing site curtilage at Unit 2 Sowarth Ind Estate: After discussion it was **RESOLVED: No objection.**

**2020/21890/LBC** Listed building consent for internal and external alterations at Devonshire House , 27 Duke Street, Settle, BD24 9DJ

b) **Decisions:** No decisions were reported.

c) To receive an update on the Town Council application for adding Thomas Arthur Phillips to the war memorial: The deputy clerk stated that communications with Craven DC Planners re the request for the inscription in March 2020 and the application had only recently been allocated a planning number. The application could take a further seven weeks to be agreed and this would be very close to the period of getting the inscription carried out by Remembrance Sunday on 8<sup>th</sup> November 2020. After discussion it was **RESOLVED:** If the application was not approved by week of 6<sup>th</sup> October 2020 the work was to be carried out to ensure it was completed by Sunday 8<sup>th</sup> November 2020.

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**VTC2054: Finance**

**a) To check the Market books and to receive the Market report for July and August to date 2020.**

The clerk reported the books had been completed and the income banked but a councillor was required to check the books. Cllr Rymer offered to carry out the task and the Chair thanked the councillor.

**b) To approve accounts for payment and to note receipts for July 2020 to August 2020.**

**RESOLVED: That the payments were approved up to 17<sup>th</sup> August 2020**

**July Receipts: £1815.50**

**Payments: £27,138.70**

**August Receipts: 430.00**

**Payments: £2322.06**

**HSBC Bank Balances 31<sup>st</sup> July 2020: Community Account £651.61 BMM Account £63459.16**

**c) Internal Audit Report:** The clerk reported that the Internal Audit for 2019/20 had given the Town Council a satisfactory sign off and recommended 2 minor actions. **RESOLVED:** to implement the minor actions

**VTC2055: Office Accommodation Strategy**

The clerk introduced a report that contained details of the proposed leasing of the two adjacent offices that would allow the existing office to be used as a Council Chamber and for community and commercial hiring. The two offices would be used for managing the Council and for providing better facilities for engaging with the community. After discussion it was **RESOLVED:** that the Town Council enter into a lease to hire the two offices adjacent to the council office on the first floor of the Town Hall and the clerk to investigate the rates paid by the Town Council for existing premises.

**VTC2056: North Yorkshire Re-organisation**

The clerk gave an update on the proposed North Yorkshire local government re-organisation pointing out seminars being planned by the Leaders of North Yorkshire CC and Craven DC. The Chair requested what the process meant for Settle. After discussion it was **RESOLVED:** that the clerk prepare a document outlining the impact of re-organisation and the challenges and opportunities flowing from the process.

**VTC2057: Market Place**

**a) Survey:** The clerk introduced a draft survey that could be circulated with the autumn newsletter seeking views to the potential changes to the management of council services and facilities. Cllr Rymer asked that a question about use of the market square was included and this was agreed. Cllr Taylor asked that the cost of services was included within the survey. After discussion it was **RESOLVED:** that the survey was amended to include the additional question and comments and reviewed at the next meeting of the council.

**b) Unauthorised Trading from the Market Place:** The clerk confirmed the legal process had commenced with notices in place within the Market Place and daily invoices for £1000 being issued. It was agreed the services of a debt agency was required. After discussion it was **RESOLVED:** that invoices up to £5000 were issued and failure to pay the Town Council to refer the unpaid invoices to the Small Claims Court. In addition, the clerk to recommend a debt agency to the Chair and Vice Chair so the debt recovery could start as soon as possible.

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**VTC2058: Christmas Lights and Switch On**

The clerk gave an update re progress to date with the Christmas lights and switch on adding the costs for road closures. The Chair indicated there were concerns about the COVID implications of carrying out the switch on with (subject to weather) at least two thousand people present. Cllr Rymer agreed, and the general feeling was that the Christmas Tree and Lights around the Shambles was an important seasonal contribution to the life of the town but the COVID regulations effectively forbid the fireworks display. After discussion it was **RESOLVED**: that the Council pay Vibrant Settle £2260 to provide a Christmas Tree with lights and lights around the Town hall and Shambles. Subject to COVID regulations it was hoped the Fireworks Display could be held in the early spring.

**VTC2059: COVID-19: To receive an update on the Reopening the High Streets safely.**

The clerk gave an update and it was agreed that the use of barriers on a weekly basis was not practical. The bid for the planters was successful and 4 planters would be placed near the motorcycle parking bay to channel pedestrians away from people sat on the benches.

**VTC2060: To receive and respond to correspondence**

- a) **Town Twinning:** The clerk outlined a request that the Town Council supported the re-start of Town Twinning with Banyuls-sur-Mer. After discussion it was agreed that a letter of support to Banyuls-sur-Mer and an occasional reception for visitors from the Twin Town would be carried out.
- b) **Permission to place benches in front of Dales Deli:** The clerk read out a request from the owner of Dales Deli to place benches in front of the shop in line with café culture. After discussion it was agreed the request should be deferred until the community survey was completed.

**VTC2061: To receive information and reports from Councillors**

Cllr Taylor spoke about his attendance at the Craven Community Land Trust

**VTC2062: Future agenda items**

Cllr Lord had requested that the New Planning Laws are explored by the Council.  
Cllr Taylor asked how Settle Town Council could become a provider of social housing.

**FTC2063: Dates of next meetings:**

Virtual Full Town Council Meeting on Monday 21<sup>st</sup> September 2020.  
It was agreed the Annual Meeting of Settle Town Council was deferred until May 2021

The meeting finished at 21.03 p.m.