

**Minutes of the Virtual Meeting of Settle Town Council held on
Monday 21st September 2020 at 7:00 pm.**

Present: Cllrs Balsamini, (Chair), Bellfield, Catherwood, Harrison, Linley, Lord, Rymer and Taylor.

Clerk: Rebecca Hill

Deputy Clerk: Ian Orton

Members of Public 2

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

VTC2080: Public Participation

No member of the public wished to speak. Cllr Rymer asked if participants could remain unmuted during the meeting as it was easier that way to participate in the meeting. After discussion it was agreed participants could remain unmuted if they so wished.

VTC2081: Vacancies

The clerk confirmed that former councillor Holland had resigned, and his resignation was accepted. The clerk stated that Tim Oliver had expressed an interest in becoming a Town Councillor. The Chair invited Mr Oliver to express why he wished to join the Town Council. After discussion Tim Oliver was co-opted onto the Town Council. At this point a member of the public asked the Chair to point out who were members and who were the officers of the Town Council which he duly did.

VTC2082: Apologies: To record and approve reasons for absence

RESOLVED: Apologies were received from CC Welch and DC Hull.

VTC2083: 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 Linley declared a non -pecuniary interest in planning application 2020/21942/HH and Cllr Catherwood declared a non -pecuniary interest in planning application 2020/21883/FUL.

VTC2084: Policing

The Chair introduced a report from North Yorkshire Police indicating there were 53 reported crimes between 17TH August and 21st September 2020. Cllr Lord felt that North Yorkshire Police should be more accountable for rising crime in Settle. After discussion the report was noted.

VTC2085: Minutes

The draft minutes of the Extraordinary Council meeting on Monday 12th August 2020, the full Town Council held on Monday 17th August 2020, Allotments Committee meeting on Monday 14th September 2020 and Administration, Finance and Staffing Committee on Monday 14th September 2020 were agreed as a true record.

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VTC2086: To receive County and District Councillor's Report

No district or county council councillors were present, but the clerk gave details of information received verbally from District Councillor Hull re proposed local government re-organisation and requesting details of any plans for Remembrance Sunday 2020 that the Town Council had agreed.

VTC2087: Matters relating to County, District and Parish

- a) **North Yorkshire Re-organisation:** The clerk introduced a report about the proposed re-organisation and the possibility of services being transferred to the Town Council. Cllr Bellfield commented on the Cornwall CC model and what the Town Council could learn from this option. After discussion it was agreed the Chair and Cllr Bellfield, Rymer and Taylor would meet with the clerk on 28th September 2020 to explore all options and report back with recommendations.
- b) **Skate Park:** The clerk explained there was no word from NYCC re the masterplan for the swimming pool site. Cllr Lord requested Giggleswick Parish Council should be approached to become more involved in the project. Cllr Catherwood suggested part of Millennium Gardens could be examined as a possible bike/skate park. After further discussion it was **RESOLVED:** to note the progress with the project.
- c) **Damaged Wall at School Hill:** The clerk gave details of traffic damage to a wall on School Hill and the difficulty of confirming ownership of the site so a repair could be arranged. After discussions it was **RESOLVED:** to pay a land registry fee to search the index map to establish ownership and then seek costs from the owner to repair the damaged wall.

VTC2087: Planning

- a) Applications (applications advertised by CDC received prior to the meeting will be considered)
- 2020/21942/HH:** External alterations two new windows, replacement rear door at 27 Duke Street, Settle: After discussion it was **RESOLVED: No objection.**
- 2020/21801/LBC:** To add the name Thomas Arthur Phillips to the Settle War Memorial under the WW2 section. After discussion it was **RESOLVED: No objection.**
- 2020/21883/FUL:** Proposed change of use and rear extension following demolition of existing rear single storey extension to former Nat West Bank to provide retail or café /restaurant use at ground floor with 4 residential apartments and the conversion of existing outbuilding to a store (resubmission of previous application reference 2019/20759/FUL . After discussion it was **RESOLVED: To raise the same objections as the Town Council did to application 2019/20759/FUL as there was very little changes in the new application.**
- 2020/21993/HH:** Installation of ensuite and associated external above ground drainage at 5 Cragdale Settle. BD24 9HX. After discussion it was **RESOLVED: No objection**
- b) **Decisions:** No decisions were reported.

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c) Planning Deregulation

The deputy clerk introduced a report that outlined proposed changes to streamline and modernise the planning system. As part of this process the Government were consulting local councils based on responding to 26 questions. The deputy clerk added the Council may wish to hold an informal meeting where members could respond to the 26 questions as North Yorkshire local government re-organisation may bring more planning powers to the Town Council. After discussion it was agreed an informal meeting should be held and Cllrs Rymer, Bellfield, Harrison, Lord and Taylor indicated they would attend such a meeting.

d) Neighbourhood Plan

The deputy clerk gave details of how the proposed changes to the planning system would have an impact on the work carried out to date on the draft Neighbourhood Plan. The deputy clerk added Neighbourhood Plans would have a role under the new planning system and the Council may wish to consider recruiting a part time member of staff to complete the draft Neighbourhood Plan. After discussion it was agreed to defer the item until a new member of staff was appointed to ascertain if they had the skills to carry out the project.

e) Wildshare extension Mearbeck Tree Planting Scheme

It was agreed the clerk sends a letter supporting the scheme.

VTC2088: Finance

a) Market books and to receive the Market report for August and September to date 2020.

The clerk reported the books had been completed but not checked by a member. It was agreed Cllr Taylor would inspect the Market books on 22nd September 2020. The Chair thanked Cllr Taylor.

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

RESOLVED: That the payments were approved up to 17th August 2020

August Receipts: £1090.50 draft

Payments: £9880.37 draft

September Receipts: £4397.73

Payments: £9599.69

HSBC Bank Balances 31st August 2020: Community Account £6861.74 BMM Account £48459.16

The clerk requested that the bank balances were not considered at present as the deduction process for electronic payments was not in place yet. It was agreed that expenditure for invoices for August and September could be paid.

c) To receive a cashflow report to date Quarter Two: £14822.21

The cashflow for Quarter Two was noted.

d) To consider the purchase of tablets for Councillors

The clerk gave details of tablets that could be purchased for councillors. Cllr Bellfield indicated he would not require a tablet. After discussion it was agreed the clerk purchase a Tablet for use by Cllr Linley to review the tablet use by members.

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e) To set a timetable for the Budget and Precept process.

It was agreed all councillors would be fully involved in the process. The circulated timetable was noted and would be reviewed at Committees and relevant working groups who would make recommendations to the draft budget for 2020/21.

f) To approve the Assistant Clerk job description, specification and remuneration

The Clerk produced and circulated updated documents. Amendments were made to the job description and specification and the revised documents were approved.

VTC2089: Notice Board

The clerk stated that the council notice board in the entrance to the Town Hall did not get a lot of use and to help publicise the role of the council it may be worth moving the notice board to within the Market Place. It was **RESOLVED**: the notice board could be moved and the clerk to circulate several possible sites for consideration.

VTC2090: Market Place

a) Survey

The clerk introduced draft questions for a proposed survey to help plan future policy for use of the Market Place. The Chair recommended using Survey Monkey and offered to help with the process. It was agreed that 10 questions would be included in the survey. Cllr Lord felt the financial impact of the exercise should not be ignored as the survey would raise expectations within the community. After discussions it was agreed to proceed based on the ten questions using Survey Monkey.

b) Unauthorised trading on the Market Place

The deputy clerk gave an update on the process of taking Yorkshire Dales Ice Cream to the Small Claims Court for unauthorised trading on the Market Place. It was **RESOLVED**: The £5000 owed to the Council by Yorkshire Dales Ice Cream should be pursued by the Council via the Small Claims Court with the claim to include a Winding Up Petition.

VTC2091: To consider taking on Settle Wi Fi from Vibrant Settle The clerk explained the Settle Wi Fi was managed by Vibrant Settle at a cost of £49.40 per month and Marshall Taylor properties at a cost of £20 a month; but that Vibrant Settle wished to surrender their involvement with Settle Wi Fi. The Chair suspended standing orders to allow a representative from Marshall Taylor Properties to speak who explained the background and use of Settle Wi Fi. The Town Council fully supported Settle Wi Fi and after discussions it was **RESOLVED**: The Town Council to take over 50% of the running costs of Settle Wi Fi with the balance met by Marshall Taylor Properties.

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VTC2092: Climate Change

The deputy clerk gave an update re progress with climate change managed by NYCC, Craven DC and the Town Council adding that the latest Nitrogen Oxide figures would be circulated to councillors. After discussion it was **RESOLVED**: to note the progress with climate change.

VTC2093: To receive and respond to correspondence

a) **Comments re Scooter Rally**: The clerk gave an update on the Scooter Rally. After discussion it was **RESOLVED**: The clerk to write to North Yorkshire Police to ensure the organisers of the rally are fined the maximum fine.

b) **Town Hall Clock**: The clerk explained the Town Hall Clock had been out of action for some time and the Council frequently received complaints about this and that legislation was in place to contribute to a public clock. The Chair suspended standing orders to allow a representative from Marshall Taylor Properties who owned the clock to speak who confirmed to mend the clock would cost £1950 and would the Town Council contribute to the cost. After discussion it was **RESOLVED**: The cost of the repairs to be split between the Town Council and Marshall Taylor Properties.

c) **Remembrance Sunday**: The clerk had been approached about the arrangements for Remembrance Sunday and it was agreed because of COVID there would not be a formal ceremony, but the Town Council would lay a wreath subject to social distancing.

VTC2094: To receive information and reports from Councillors

Cllr Lord spoke about the Board Meeting of the Community Land Trust and it was agreed an informal meeting of councillors consider how the Town Council can help resolve issues relating to social housing.

VTC2095: Future agenda items

Cllr Catherwood requested that COVID 19 was a regular item on the agenda and this was agreed.

FTC2096: Dates of next meetings:

Planning and Environment Committee 5th October 2020

Market and Services Committee 5th October 2020

Full Council Meeting 19th October 2020

Planning and Environment Committee 2nd November 2020

Full Council Meeting 16th November 2020

Planning and Environment Committee 30th November 2020

Allotments Committee and Administration, Finance and Staffing Committee on 7th December 2020

The meeting finished at 20.57 p.m.