



Minutes of the Virtual Meeting of Administration, Finance and Staffing Committee of Settle Town Council held on Monday 7th December 2020 at 8:00 pm.

Participating: Cllrs Balsamini (Chair), Bellfield, Rymer, Taylor, Yates, Oliver and Rockcliffe
Clerk: Rebecca Hill
Assistant Clerk: Katie Dugdale

Public Participation: No members of the public had indicated they wished to participate.

Cllr Balsamini was elected chair of the meeting due to Cllr Lord's absence.

The Chair welcomed everyone and declared the meeting open.

VAFS032: Apologies: To record and approve reasons for absence

RESOLVED: Apologies were received from Cllr Catherwood, Harrison and Linley

VAFS033 Code of Conduct - Localism Act 2011: To record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda.

No interests were recorded.

VAFS034 To approve an allowance of £250 for a one off IT support for staff to resolve setup and urgent current issues relating to Microsoft office 365

RESOLVED: A budget of £250 was approved for IT issues to be fixed.

VAFS035: To receive notice of the conclusion of the external audit for 2019-20

RESOLVED: External audit commented on the audit which once amended was approved. Notice of conclusion was published. *20.08 Cllr Rockcliffe joined the meeting*

VAFS036: Budget 2021-2022 – to review the 3rd draft of the budget and set the precept

A letter from Settle Area swimming pool was received suggesting a reduction to 1% than a 0.5% of the precept to be still be given. After discussion Cllr Bellfield proposed a reduction in the Christmas light budget to cover the 1% to the swimming pool

RESOLVED: The Clerk will redraft the Budget and present at the full Council meeting on the 21st December

VAFS037: Review and update representatives on outside organisations

RESOLVED: It was agreed to approve the updated Cllrs list of who represented which outside organisations.

VAFS038: Correspondence: – To receive and respond to any correspondence received prior to the meeting.

No Items of correspondence were received.

VAFS039: To receive items of information from the Clerk or Councillors and future agenda items.

SLCC training for the Assistant Clerk and Training for new Cllrs

VAFS040: Date of Next Meeting of the Administration, Finance and Staffing Committee: 22nd February 2021

It was agreed the next meeting of the Administration, Finance and Staffing Committee should be held at 8pm on Monday 22nd February 2021.

The meeting finished at 20:38 p.m.