

Minutes of the Administration Finance and Staffing Committee Meeting of the Settle Town Council to be held in the Council's offices, Settle Town Hall on Monday 30th January 2017 at 7.00pm.

Present: Cllrs Taylor (Town Mayor), Balsamini (Deputy Town Mayor) Handford, Cotton, Robinson, McLernon, Tyrer Beesley & Miss R Hill, The Clerk

CL734 Apologies Cllrs Catherwood & Rose

CL735 Code of Conduct - Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda, to consider any dispensations or changes in member's register of interests. **None**

CL736 Financial implications for the proposed budget

a) To approve an increase in Cemetery Charges from £238 to £286 for 2017-18

Recommendation: That this be approved.

b) To approve the handyman duties to include grass cutting and the subsequent increase in hours.

Recommendation: That this be approved with 15hours per month allocated for grass cutting all areas.

c) To agree the purchase of a lawn mower at approx. cost of £400-500 and Metal Shed to store the mower £200-£300.

Recommendation: That £500 be allocated for a lawn mower and £500 for a metal shed for storage.

d) To approve the purchase of a tablet to record play area inspections, bench inventory, allotment and other property and asset inspections to improve the Council's asset management and programme of maintenance.

Recommendation: That this be approved for the purchase of a 7" tablet approx. cost £200. The Clerk was asked to approach Age Uk who may have one for sale.

e) To approve extra administration hours for the Market Superintendent to assist the Clerk with the document archive and disposal approx. 2 days at cost of £250.

Recommendation: That this be approved

The Clerk left the room

f) To approve the employers pension contribution for 2017-18

Recommendation: That the employer contribution be increased by 2.5%

The Clerk returned to the meeting

g) To approve the (not authorised) snow ploughing/gritting invoice submitted for Friday 13th January 2017.

Recommendation: That the Council were not able to authorise payment of the invoice but would consider instructing work in the future as required.

CL737 To agree the draft budget for 2017-18 and draft precept figure for 2017-18

Recommendation: That a draft budget was considered and budget levels set. The precept of £93910 was agreed upon.

CL738 To approve press and public be excluded from the following agenda item

Recommendation: That the press and public be excluded

CL739 To approve deduction to clerk's salary over a period of months.

Recommendation: That this be approved subject to consultation with the internal auditor and HMRC

CL740 Request from Mark Rand for permission to display the Yellow SETTLE letters on the Water Tower for the arrival of the Special Train 31st March 2017

Recommendation: That this be approved

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CL741 To receive correspondence requiring a formal response. **None**

CL742 To receive items of information from the Clerk or Councillors and future agenda items

Cllr. Balsamini reported on the Chamber of Trade meeting he attended. The parking disc scheme was well received and the Chamber of Trade were interested to receive details of the sponsorship of the discs. The Chamber are organising events to support businesses networking.

Future Agenda Items

The change of representative on the Chamber of Trade to Cllr Balsamini from Cllr Cotton

Parking issues on Duke Street opposite the junction of High Hill Grove

The meeting closed at 20:09pm

R A Hill 2nd February 2017