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**Minutes of the Meeting of Settle Town Council held in the Town Hall, Settle on
Monday 6th January at 7:00 pm.**

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

Clerk: Rebecca Hill

Deputy Clerk Ian Orton

Members of the Public: 7

The Chair welcomed everyone and declared the meeting open.

FTC2001: Public Participation

A member of the public asked which part of the Woodland Management Plan strategy was linked to the clearance of shrubs at the top and base of Castlebergh Crag adding that the removal of shrubs may have implications for both people and animals. The Chair gave details of the complete refurbishment project indicating that landscape architects had approved the plan.

Another member of the public asked about the planned celebrations for VE day and it was agreed to bring this agenda item forward.

Another member of the public asked about the proposed public meeting planned by Craven DC to consider the planning applications for Ashfield and Whitefriars car parks. The Chair explained Craven DC were reviewing the proposed plans based on comments from the public and a public meeting was planned for late February or early March 2020.

FTC2002: Vacancies:

There are no vacancies for the Town Council.

FTC2003: Apologies: To record and approve reasons for absence

RESOLVED: Apologies were received from Cllrs Linley and Lord. District Councillor Hull and County Councillor Welch.

FTC2004: Code of Conduct - Localism Act 2011: To record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda.

Cllr Catherwood DPI Item 2019/20759/OUT.

Cllr Desborough DPI Item 12

FTC2005: VE Day Celebrations

The Chair gave details of some of the ways the Council could support VE Celebrations during the weekend of 8th to 11th May 2020 stating that the Council would support community events. Other suggestions include a street party in the Market Square, street entertainment and themed events. Members of the public present asked about financial support from the Council and the clerk outlined the process for grant applications.

FTC2006: Policing

The Chair read out details of 32 reported crime during December 2019 and the report was noted.

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FTC2007: Minutes

The draft minutes of the Full Council Meeting held on 2nd December 2019, Markets Committee on 9th December 2019 and Administration, Finance and Staffing Committee on 9th December 2019 were approved and the recommendations accepted.

FTC2008: To receive County and District Councillors Reports.

No District or County Councillors were present and no reports submitted.

FTC2009: Matters Relating to County, District and Parish

- a) **Skateboard Park:** The clerk gave an update on the progress from the meeting held at Settle College on 2nd December 2019 confirming that the Council Safeguarding Policy had been forwarded to the College and the costs for fenced footpath were being prepared. However, the location of lighting and CCTV had not been agreed and it was agreed that a meeting of the Steering Group was needed to agree lighting and CCTV. Cllr Taylor asked if the complete funding was still in place for the project and the clerk confirmed discussions with Sport England were on-going.

After discussion it was **RESOLVED** to:

- Hold a meeting of the Skateboard Steering Group on Thursday 16th January 2020 at 6pm

- b) **Castlebergh Crag Development:**

The clerk gave an update on progress with the Castlebergh Crag Masterplan confirming that tree work had commenced, directional signs had been ordered, hedgerow planting was completed, and the people counters had been delivered.

After discussion it was **RESOLVED** to:

- Approve a partnership with YDMT to progress the project and to submit an expression of interest to RDPE by February 2020.
- Agree 5% as a contribution from the Council towards the progress of the Masterplan.

- c) **Report from Chamber of Trade:**

There was no report from the Chamber of Trade.

- d) **Christmas Switch On: Update**

It was agreed that the Christmas Switch On had gone well with a positive community partnership in place to plan for the 2020 Switch On. Cllr Desborough felt the Council should review the draft programme prior to any contracts being let. Concern was expressed about the use of live animals and after discussion it was agreed there would be no participating live animals during the 2020 Switch On.

After discussion it was **RESOLVED** to:

- Ensure there will be no participating live animals during the 2020 Lights On to be held on Saturday 28th November 2020
- Review the 2020 arrangements in September 2020
- Consider a report on the role of live participating animals on Council facilities

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FTC2009: Planning Applications

- a) Applications (applications advertised by CDC received prior to the meeting will be considered)
- 2019/21142/HH:** Replace existing single glazed back door with double glazed wooden door at 6 The Green, Settle: **No objections.**
- 2019/21225/HH:** Single Storey rear extension at Caedre 21 Church Street, Settle: **No objections.**
- 2019/21226/MMA:** To vary Condition 2 of 2019/20838/FUL at 4,6.&8 Chapel Street, Settle: The Chair left the meeting while this item was discussed.
No objections but concerns were raised about the application was not in keeping with the location and had too much glass.
- 2019/20759/OUT:** Amended Plans for proposed change of use of former Nat West Bank
Cllr Catherwood left the meeting while this item was being discussed.
Concern was raised that the planners appeared to be carrying out amendments to the application without formal re-consultation. The Chair requested that a letter was sent to the Chief Executive of Craven DC and the Head of Planning outlining these concerns.
- 2019/219293/FUL:** Erection of agricultural building at site west of A65 Hellifield. **No objections.**
- 2019/21281/ADV:** Replacement of existing ATM sign HSBC Market Place, Settle. **No objections**
- 2019/21261 38 Dwellings, Brockhole Lane S106 agreement:** The Council were supportive of the projects but requested that Craven DC transfer £12,000 of the £31,000 allocated to Commercial Street Play area to provide improvements to the Market Square.

b) Decisions

- 2019/20905/FUL:** Change of use from Holiday accommodation to voluntary sector hub at Unit 10A Duke Street, Settle: **Granted**
- 2019/21084/OUT:** Outline application with some matters reserved for two bungalows (resubmission of 2018/19509/OUT) land adjacent to back Church Street, Settle: **Granted**

FTC2010: Finance

- a) The Chair confirmed the Market Books for December 2019 were an accurate record.
- b) Cllr Taylor confirmed the payment and receipts were an accurate record for December 2019 and January 2020.
- RESOLVED: That the payments were approved up to 6th January 2020 this item to be on the agenda for the next scheduled meeting on 3rd February 2020.**
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|-----------------|---------------------------|----------------------------|
| December | Receipts: £5092.12 | Payments: £15715.71 |
| January | Receipts £11.33 | Payments: 5081.22 |
- HSBC Bank Balances: Community Account £5659.83 BMM Account £99735.53**

c) To receive Market Condition Survey

The clerk gave details of the market condition survey and costings for repair. After discussion it was agreed to carry out refurbishment of the sections of the market square owned by the Council, the clerk to prepare a revised price for the February 2020 Council.

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d) Update Town Council Precept 2020-21

The clerk introduced a draft 2020-21 budget and after discussion it was agreed the current Town Council precept of £104,199 should increase by 3% to £107,324.

The Council agreed a 2020-21 budget of £172,804 made up of £107,324 precept, £46,880 income and £18,600 from balances.

e) To approve attendance of the Town Clerk and Deputy Town Clerk at the YLCA Spring Conference March 2020. **Attendance was approved.**

FTC2011: Climate Emergency

The Chair introduced a report outlining a number of initiatives to reduce carbon emissions. In addition the Chair outlined a Climate Action Plan which committed the Town Council to becoming a carbon-neutral organisation by 2030. After discussion it was **RESOLVED** to:

- Agree the Climate Action Plan which committed the Town Council to becoming carbon neutral by 2030
- Review the proposed commitments towards the reduction of carbon emissions on a regular basis.

FTC2012: Cenotaph Railings

The deputy clerk gave details of the exercise to replace the railings around the cenotaph in Settle confirming that the biggest part of the exercise was the cleaning and painting of the old railings. After discussion it was **RESOLVED** to:

- Prepare prices for the work
- Approach the War Memorials Trust for grant funding to refurbish and add the railings to the cenotaph.

FTC2013: Review Legal Services

The clerk requested that as part of financial management the Council 'market tested' the costs of legal services for the Town Council. After discussion it was **RESOLVED** to:

- Market test a number of relevant legal firms to provide legal support for the Town Council when required.

FTC2014: To receive and respond to correspondence

a) YDNP Dark Sky Reserve

The clerk gave details of the request by YDNP to support the bid for Dark Sky Status. The bid was supported by the Town Council.

b) Yorkshire Festival of Story:

The clerk read a request from the Yorkshire Festival of Story to use the Market Square and obtain a road closure 31st July to 2nd August 2020. The request was agreed.

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FTC2015: Neighbourhood Plan

The deputy clerk gave an update on the progress with the Neighbourhood Plan and after discussion After discussion it was **RESOLVED** to:

- Note the progress with the draft Neighbourhood Plan
- Agree the strategic objectives within the report.
- Authorise a submission to Locality for Core and Housing grant funding for the Settle Neighbourhood Plan
- Invite three firms of master planners to be interviewed to support the Neighbourhood Plan process; Cllrs Balsamini, Desborough and Taylor on the interview panel.

FTC2017: Review booking Terms and Conditions

The Chair requested this item was deferred to the February 2020 meeting of the Council.

FTC2018: Settle Area Carnival: Update

The deputy clerk gave an update on progress with the 2020 Settle Area Carnival explaining that the concept of the Carnival was supported but the community were not yet behind the project. After discussion it was **RESOLVED** to:

- Write to all community groups and institutions in Settle to ask if they wished to participate in the event
- Consider a report at the February Council outlining the response to the request to participate with the Carnival.

FTC2019: To receive information and reports from Councillors on their attendance at other meetings

No meetings were reported.

FTC2020: Future Agenda Items

- a) Tree Charter to go to Recreation and Amenities Committee

FTC2021: Dates of Next Meetings

Neighbourhood Plan Meeting 30th January 2020 at 7pm

Council Meeting 3rd February 2020 at 7.00 p.m.

Services Committee 17th February 2020 at 7pm

Amenities and Open Space Committee 17th February 2020 at 8pm

Council Meeting 2nd March 2020 at 7pm

Council Meeting 6th April 2020 at 7pm

There being no further business, the meeting was closed at 21.17