

Agenda Annual Meeting 10th May 2021

The Annual Meeting of Settle Town Council to be held on **Monday 10th May 2021 at 7.00 p.m.** The public and press are invited, and Parishioner Participation will be at 7.00 p.m. Parishioners' comments will be taken before the meeting commences but the time will be restricted to 15 minutes or longer at the Chairman's discretion. No further comment during the meeting itself will be allowed unless resolved by a vote of the council. **The Council will record the meeting and publish on the Town Council website.**

- 1. Election or Chairman/Town Mayor and receive the Town Mayor's Declaration of Acceptance of Office and elect the Deputy Chairman/Deputy Town Mayor and Declaration of Office.**
- 2. Apologies** To receive and approve reasons for absence.
- 3. Code of Conduct** a) Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest in relation to items on this agenda,
b) To consider any dispensations or changes in member's register of interests.
c) To consider adopting the new model code of conduct 2021
- 4. Policing** To receive the monthly report.
- 5. Minutes** To approve draft minutes of the meetings as a true record and approve recommendations from committee and steering groups.
 - Full Town Council meeting on Monday 12th April 2021
 - Skate Park Steering group Monday 19th April 2021
 - Annual Town Meeting Monday 26th April 2021
 - Planning and Environment Committee Meeting 26th April 2021
 - Market and Services Monday 26th April 2021
 - Climate Change and Biodiversity Group Monday 30th April 2021
- 6. To receive County & District Councillors' Report**
- 7. Matters relating to County, District and Parish.**
 - a) RHSS Welcome Back Fund advertising boards on A65 Roundabout and approval for other proposals.
 - b) Review current provision of Waste bins in Settle and consider additional bins at Commercial Street Upper Settle.
 - c) Rough sleeper in Millennium Garden.
 - d) Parking restrictions on Albert Hill proposal and letter of objection
 - e) To receive an update from the skate park steering group meeting on Monday 4th May and approve any further action.
 - f) Pothole in the road behind the Shambles and NYCC highways response they will not repair or adopt.
- 8. Planning a) Applications** (applications advertised by the planning authority received prior to the meeting will be considered)
b) Decisions.
- 9. To appoint Statutory and other Standing Committees and to elect a chairman and approve membership for each committee.**
Market & Services, Allotments, Planning & Environment, Administration Finance & Staffing.

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10. To review the appointment of members on outside bodies.

11. To consider the payment of subscriptions as follows:

Yorkshire Local Councils Associations £742	NABMA £385	
Society of Local Council Clerks £435	National Allotment Society	£66
Institute of Cemetery Crematorium Management	ICO	£35
Parish Online Mapping Software £72		

12. Assets To receive a list of Deeds and the Asset Register of Equipment and possessions in the Custody of the Council.

13. To receive and respond to correspondence (correspondence received after the advertised agenda will be considered)

- a) Consultation on Rural Broadband
- b) YLCA notification relating to the High Court Judgement ruling about Remote Council meetings.

14. Finance

- a. To check the Market books and to receive the Market report for April 2021.
- b. To approve accounts for payment and to note receipts for March, April and May to date.
- c. To receive the year end bank reconciliation 2020-2021
- d. To approve section 1 of the Annual Governance Accountability Return (AGAR)
- e. To approve section 2 of the Annual Governance Accountability Return
- f. To receive the internal auditors report and approve the AGAR for submission and publication.
Approval and publication of the AGAR 2020-21 must be before 1st July 2021.
- g. To receive information about the lease settlement costs.

15. To receive information and reports from Councillors and the Clerk/ Asst Clerk on their attendance at other meetings, or training (not already covered in this agenda).

16. Dates of next meetings:

To consider a change in the Committee meeting dates to enable the workload to be split between the Clerk and Assistant Clerk and reduce duplication of officer time.

- 24th May Allotments Committee meeting 7 p.m.
- 24th May Admin Finance and Staffing Committee meeting 8 p.m.
- 7th June Full Town Council Meeting 7 p.m.
- 5th July Full Town Council Meeting 7 p.m.
- 26th July Planning and Environment Committee at 7pm
- 26th July Market and services Committee at 8 pm.

17. Future agenda items

Signed *Rebecca Hill*

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Dated: 5th May 2021.

Website: www.settletowncouncil.gov.uk