



**NOTICE AND AGENDA OF THE FULL COUNCIL MEETING TO BE HELD IN SETTLE TOWN HALL
ON MONDAY, 9th May 2022 at 7pm**

The public and press are invited. **The Council will record the meeting. Items to be deemed of an Emergency can be raised by the Chair for the Town Council to consider.** Public Participation which will be at 7.00 p.m. public comments will be taken before the meeting commences but the time will be restricted to 15 mins 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

Agenda Item	AGENDA ITEMS
01/2022	Election of Chairman/Town Mayor and receive the Town Mayor’s Declaration of Acceptance of Office Election the Deputy Chairman/Deputy Town Mayor and receive their Declaration of Office.
02/2022	To resolve to permit any Councillor that is unable to sign their Declaration of Acceptance of Office at this meeting, or who has not undertaken this task before this meeting, to sign their Declaration before or at the next ordinary meeting of the Council.
03/2022	Vacancies To fill 4 Ordinary Vacancies by co-option.
04/2022	Apologies To approve apologies and approve reasons for absence
05/2022	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.
06/2022	Minutes of Meetings To approve draft minutes as a true record. Full Council Meeting – 4th April 2022
07/2022	Police Report – Members to receive the monthly report.
08/2022	Planning Applications – Members to consider the following, including any received after the agenda had been published. a) 2022/2359/HH Insertion of windows into existing openings repair to door and insertion of two roof lights into existing potting she/ summerhouse (part retrospective) at 8 Chapel Street Settle BD24 9HS. 2022/23919/HH Addition of porch to front elevation and wrap around ground floor extension to rear and side elevation at 82 Mill Close Settle BD24 9BX. b) Decisions 2022/23746/HH Single storey rear extension and reconfiguration of the existing patio area at 4 Riverside View, Settle, BD24 9FP

09/2022	To receive newly elected County & District Councillors' Report
10/2022	<p>Matters relating to District, County and Parish</p> <p>a. Highways road markings Sowarth Ind Estate – Receive an update from Cllr Taylor from the site meeting and consider a response to a request for support for the traffic measures requested.</p> <p>b. Queens Platinum Jubilee</p> <ul style="list-style-type: none"> • Plaque for the jubilee tree - To approve a commemorative plaque and lettering and approve the date on Thursday 2nd June and approve Cllr attendance to unveil the plaque. • Beacon Lighting to approve cost of building a beacon or to purchase and confirm arrangements for Cllrs and Handyman to light the beacon. <p>c. To approve the Annual Parish Meeting date of 23rd May 2022 at 6:00 p.m.</p> <p>d. Chamber of Trade Minutes – to receive and consider a response.</p> <p>e. Assets of Community Value -Right to Bid To receive the response from District Council Officer (K Senior) relating to the applications from Settle Town Council relating to Whitefriars Public conveniences and the Cenotaph Grounds.</p>
11/2022	<p>Pump Track</p> <p>a) To receive and approve any amendments to the draft design for the entrance information sign.</p> <p>b) To receive and consider responses from the Youth Shelter consultation and approve the purchase and installation of the shelter. Report to be received at by presentation at the meeting.</p> <p>c) Consider any other matters arising requiring an immediate decision relating to the pump track, including arrangements for the Opening event.</p>
12/2022	<p>Finance</p> <p>a) To check the Market books and to receive the Market Report for April 2022.</p> <p>b) To approve accounts for payment and to note receipts for April and May to date.</p> <p>c) To receive the year end accounts and final bank reconciliation.</p> <p>d) To receive the internal auditors report.</p> <p>e) To review the annual insurance policy and approve for 1-3 years based on comparative quotes.</p>
13/2022	To review the Councils Standing Orders.
14/2022	General Power of Competence To resolve that Settle Town Council is eligible to exercise the general power of competence.

15/2022	<p>To appoint Statutory and other Standing Committees and working groups, elect a chairman and approve membership for each committee.</p> <p>Committees Market & Services, Allotments, Recreation & Environment, Administration & Staffing and Finance.</p> <p>Sub Committees of Recreation and Environment.</p> <p>Climate Change and Biodiversity and Christmas Lights</p> <p>Working Groups (with a limited term – task and finish)</p> <p>North Yorkshire Devolution, Pump Track Steering group and Castlebergh Crag Steering Group.</p>
16/2022	<p>To review the appointment of members on outside bodies. See circulated table</p>
17/2022	<p>Subscriptions and Licences To consider the payment of subscriptions and licences:</p> <p>Yorkshire Local Councils Associations NABMA Society of Local Council Clerks National Allotment Society Institute of Cemetery Crematorium Management ICO Payroll Manager Parish Online Mapping Software Scribe accounting software</p> <p>Microsoft office 365 consider an increase by 3 more licences to cover all staff</p>
18/2022	<p>Assets To receive a list of Deeds and the Asset Register of Equipment and possessions in the Custody of the Council.</p>
19/2022	<p>To receive and respond to correspondence (correspondence received after the advertised agenda will be considered).</p> <ol style="list-style-type: none"> a. White Rose Update 14th and 29th April 2022 b. Invitation to the Chair to Giggleswick Speech Day 28 May 2022. c. Invitation to Yorkshire Day from Keighley Town Council cost £55 per person d. Notice of Water Cycle Challenge Charity Cycle Event 2nd July 2022. e. To consider a response to an email from the former Chair relating to an expression of dissatisfaction
20/2022	<p>Dates of next meetings: To determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.</p> <p>List of meetings circulated</p> <p>Annual Parish Meeting 23rd May 2022</p> <p>Future Agenda Items- To consider items for future agenda.</p>

Signed: *Rebecca Hill* Town Clerk,
Settle Town Council Town Hall Market Place BD24 9EJ

Date: 3rd May 2022

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