

**Minutes of the Meeting of Settle Town Council at Settle Town Hall
held on Monday 7th February 2022 at 7:00 pm.**

Present: Cllr Balsamini (Chair), Rymer (Deputy Town Mayor), Taylor, Lord and Ward

Clerk: Rebecca Hill **Assistant Clerk:** Katie Dugdale

FTC2351: Casual Vacancy To fill 2 Casual Vacancies by co-option.

No applications were received prior to the meeting. Cllr Harrison & Cllr Wright have resigned to the Chair. The additional vacancies will be notified to the electorate.

FTC2352: Apologies: To record and approve reasons for absence.

RESOLVED: Apologies were received from Cllr Yates, Rockcliffe and District Cllr Hull.

FTC2353: Code of Conduct Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest in relation to items on this agenda. **RESOLVED: No interests were recorded.**

FTC2354: Police Report. **RESOLVED: That the monthly report was noted.**

FTC2355: Minutes To approve draft minutes of the meetings as a true record and approve recommendations from committee and steering groups.

Full Town Council Monday 10th January 2022

RESOLVED: Minutes for the Full Town Council meeting on the 10th of January were approved.

FTC2356: To receive County & District Councillors' Report

Cllr Hull sent an email update regarding community grants, the Craven 22/23 Revenue budget and details of the select crime and disorder committee meeting on the 15th February 2022. The information was noted. No apologies or report were received from District and County Cllr Staveley.

FTC2357: Matters relating to District, County and Parish

a) Youth Council report from Cllr Lord

Cllr Lord suggested that a Youth Forum be set up rather than a Youth Council. The Youth Forum could work alongside the Council to deliver short term projects. Cllr Lord will provide a formal proposal & that this item be placed on the agenda at the next Council meeting on the 7th March 2022.

b) To receive the Pump Track final design for approval and any actions required to progress the project. Set a date for the next pump track steering group and consider the addition of a youth shelter. **The Clerk provided an update, and it was AGREED that the contract be circulated to Councillors to check. The Clerk will set a date and arrange a teams meeting with the members of the Pump track steering group.**

c) Request Leeds Uni report back on the findings of the report on Settle Carbon Road Map and course of action for STC. **After discussion it was AGREED that the report would be recirculated to Councillors and that the Clerk would report back to Council with what format they are able to provide the presentation in.**

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d) Arrange Stall at ACE's "Cutting our Carbon" event at Vic Hall on the 12th March

RESOLVED: Cllr Taylor would host the stall at the ACE Event and that Cllr Yates would be asked to attend also.

e) To receive information and nomination papers for elections on 5th May 2022. **The papers have been circulated to Councillors prior to the meeting and any publicity material would be shared on social media to attract new councillors.**

f) Queens Platinum Jubilee Celebrations

- Request to use the Market Place over the period. **RESOLVED: that the use of the Market Place be approved.**
- Offer of land to plant a tree **RESOLVED: That Millennium Garden be offered as a site to plant a tree and that a quote for a native tree, (not a sapling) be sought.**
- Support for workshops (potential funding from the QPJ Fund) to build a beacon. **RESOLVED: That the iron cenotaph railings be offered as a material to build a beacon with.**

FTC2358: Planning

a) Applications (applications advertised by the planning authority received prior to the meeting will be considered)

C/62/643A/LB Listed building consent to re-open former window to south elevation of kitchen; formation of first floor En-suite shower room and associated works and installation of replacement boiler at The Tannery,14, The Green, Settle, BD24 9HL **RESOLVED: No objection**

2022/23667/TPO T1 Beech – trim branches as they are overhanging onto the main highway and hitting BT wires, 1 Delaney Gardens, Settle. BD24 9AH. **RESOLVED: No objection**

2022/23682/FUL Removal of lettering & projecting sign, masonry to be made good. Removal of ATM, replaced with matching masonry. Barclays Bank plc, Duke Street, Settle. BD24 9DP.

RESOLVED: No objection

b) Decisions. 2021/23300/FUL Withdrawn Application Two bungalows with rooms-in-roof at Land to East Of 26, Church Street, Settle. Withdrawn:12th January 2022. **Withdrawn application**

FTC2359: Finance

a) To check the Market books and to receive the Market Report for January 2022.

RESOLVED: The Market books were checked by Cllr Taylor and the Market report was noted. It was AGREED that an additional column be added to the report showing a comparison of previous years monthly totals.

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b) To approve accounts for payment and to note receipts for January and February to date.

RESOLVED: That the payments and receipts were approved following inspection of January accounts by Cllr Taylor.

January Receipts: £7,608.31 Payments: £13,399.95 (less transfers)

Up to 7th February receipts: £77.18 Payments: £4,526.19

Bank Balances 31st January 2022: Community Account £ 14,015.31 BMM Account £35,003.05

19:52 Cllr. Balsamini left the meeting and Cllr Rymer chaired the meeting.

c) To receive notice of bank charges for paying cash and cheques.

19:58 Cllr. Balsamini returned to the meeting

RESOLVED: That the wording on invoices be updated stating that only bank transfers as a method of payment will be accepted and that any bank charges will be passed on to individuals if they use another method of payment. It was AGREED to contact the current banking provider and see if alternative accounts were available and that this item be placed on the agenda at the next Full Town Council meeting on the 7th March 2022. Alternative banking arrangements to be researched.

FTC2360: To receive and respond to correspondence (correspondence received after the advertised agenda will be considered).

a) White Rose Update. **The information was noted.**

b) Law & Governance Bulletin 3/12/21 Importance of business continuity planning.

RESOLVED: That staff's home addresses and a review date of 9th May 2022 be added into the plan. Following amendments, the Business Continuity Plan was approved.

c) Review of Postal Regulation Consultation deadline 17th February 2022. **The information was noted.**

d) Nalc New Chairman New Year letter to local councils. **The information was noted.**

e) YLCA – permission to take up a free social media health check for the Town Council. **RESOLVED: That the free social media health check be approved.**

f) Request to use the Market Place & Millennium Garden – for Journey to the Cross Friday 15th April - Churches Together. **RESOLVED: That permission be granted for the use of the Market Place and Millennium Garden for the Journey to the Cross.**

g) Castlebergh Crag – Update from the BMC. **The Clerk provided an update from the BMC. Based on the information provided it was RESOLVED that Castlebergh Crag be reopened to climbers.**

h) Review request for permission from Vibrant Settle for flowerpot man on Castlebergh Crag mid July-September. **RESOLVED: That permission be granted to Vibrant Settle to place the flowerpot man on Castlebergh Crag.**

FTC2361: To approve the amended draft Business Continuity Plan. The plan was discussed and approved under agenda item FTC2360- b)

FTC2362: Approve Terms of reference for Finance Committee and Planning and Environment Committee. RESOLVED: That Cllr Taylor become a member of the Finance committee and their terms of reference be approved. The Planning & Environment Committee name would be changed to Recreation & Environment Committee and planning matters would be removed from

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this committee and dealt with at the Full Council meetings. Following amendments made by the Clerk the terms of reference for the Planning & Environment committee were approved. A delegated scheme of authority to be added to the next Full Council agenda on 7th March 2022.

FTC2363: To resolve to exclude press and public from the next agenda item. **RESOLVED: That this be approved.** 20.49 A member of staff left the meeting

FTC2364: To approve the draft statement/letter for a member of staff circulated prior to the meeting. **RESOLVED: That the letter for a member of staff be approved and that delegated authority be given to another member of staff to send the information off.**

21.00 The member of staff returned to the meeting.

FTC2365: Reports from Councillor's attending outside meetings or Events.

Cllr Taylor attended the Climate meeting hosted by Hubub on 28th January 2022 and gave a brief report.

Cllr Taylor and Cllr Lord attended the Craven Land Trust meeting and gave an update highlighting the lack of affordable houses in Settle. CLT are looking at taking over land in Settle to arrange better rents.

FTC2366: Future agenda items.

RESOLVED: That the following items be future agenda items - Youth Forum proposal, Alternative Website providers, Albert Hill – footpaths, potholes & congestion and alternative banks.

FTC2367: Dates of next meetings.

Planning and Environment Committee 21st February 2022 at 7 p.m.

Finance Committee 21st February 2022 at 8 p.m. **The dates of the meetings were noted.**

Reschedule inquorate meetings: Market and Services Committee & Climate Change Biodiversity working group. **It was AGREED that non-financial matters for the Market & Services committee would be added on to the agenda for the 7th March Full Town Council meeting.**

Financial matters would be placed on the agenda of the next Finance Committee meeting on the 21st February 2022.

The Meeting Closed at 21:13 p.m.