

**MINUTES OF THE MEETING OF SETTLE TOWN COUNCIL HELD IN SETTLE TOWN HALL ON  
MONDAY, 6th JUNE 2022 AT 7pm**

**Present:** Cllr Rymer (DR) (Chair), Lord (JL) (Vice Chair), Cotton (JC), Taylor (DT), White (BW) & Rose (MR)

**Clerk:** Rebecca Hill

**Assistant Clerk:** Katie Dugdale

**Members of the Press / Public:** Two members of the public present

**Public Participation:**

A member of the public enquired about how they get to know about matters such as the development of Ashfield Toilets.

MINUTE REF	AGENDA ITEM	Action
36/2022	Casual Vacancies To fill 5 Ordinary Vacancies by co-option <b>RESOLVED: No applications were received prior to the meeting.</b>	
37/2022	Apologies To approve apologies and approve reasons for absence. <b>RESOLVED: No apologies received prior to the meeting.</b>	
38/2022	<b>Code of Conduct - Localism Act 2011</b> - 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. <b>No interests declared.</b>	
39/2022	<b>Minutes of Meetings</b> To approve draft minutes as a true record. Full Council Meeting – 9 <sup>th</sup> May 2022 <b>RESOLVED: Minutes for the Full Town Council meeting on the 9th of May 2022 were approved.</b>	
40/2022	<b>Police Report</b> - Members to receive the monthly report. <b>RESOLVED: That the monthly report was noted. Following the police incident at the allotments, a sign stating "No entry to the general public" was approved to be displayed at Dog Meadow.</b>	Assistant Clerk
41/2022	<b>Planning Applications</b> – Members to consider the following, including any received after the agenda had been published. <b>a) Applications</b> (applications advertised by the planning authority received prior to the meeting will be considered). <b>2022/24020/FUL</b> Proposal: Removal of existing flat roof and formation of pitched roof to enable a first floor to be created. Office South Of Cragdale Cottage, Chapel Square, Settle, BD24 9RH. <b>RESOLVED: No Objections</b> <b>b) Decisions</b> <b>2022/23844/LBC</b> Replacement of cellar window. 3 The Terrace, Duke Street, Settle, BD24 9AW. <b>Granted</b>	Clerk

	<p><b>Anley Cragg Development</b> Cllr White raised the public's concern over the large advertising hoarding and the lack of a decision on the housing element under the Reserved Matters application.</p> <p><b>RESOLVED: That CDC planning be asked about the reason for the delay in decision asking and what stage the planning application was at and if the hoarding was going to be removed. The Clerk agreed to track the application in the planning portal and email planning at Craven District Council.</b></p>	Clerk/ Cllr Rymer
42/2022	<p>To receive County &amp; District Councillors' Report</p> <p><b>No reports were received prior to the meeting and no apologies were received from Cllr Staveley.</b></p>	
43/2022	<p><b>Matters relating to District, County and Parish</b></p> <p>a) To set a date, appoint members and set terms of reference for the Devolution working group. <b>RESOLVED: That Cllrs Cotton, White and Taylor be appointed as members and that their terms of reference be formulated at their first meeting and then be brought back to Full Town Council for approval. It was AGREED to invite representatives from Langcliffe and Giggleswick Parish Councils to be part of the Devolution working group.</b></p> <p>b) Local Flood risk management strategy consultation (circulated prior to the meeting) Deadline 12th June 2022. <b>The information was noted.</b></p> <p>c) Settle Chamber of Trade – to receive latest minutes and a response to the Town Council's request to take on business Christmas trees. <b>The information was noted. It was acknowledged that the Chamber of Trade are unable to commit to taking on the business Christmas Trees.</b></p> <p>d) To receive requests for Signage and seek approval to make a proposal to draw on the Action Plan for Market Town Funds and restart the Town Team meetings.</p> <p><b>RESOLVED: To explore funding opportunities for the two boundary signs &amp; the finger post signs in the centre. The Clerk to contact the Chamber of Trade and Craven District Council requesting the restart of Town team meetings.</b></p> <p>e) A resolution to vote to exclude the Press and public.</p> <p><b>RESOLVED: That this be approved and to move this item of the agenda to the end.</b></p> <p>f) To consider a response to Cllr Staveley's request for a public apology, in order to return to the Town Council meetings.</p> <p><b>RESOLVED: That a letter be sent signed by the Chair to Cllr Staveley apologising for the delay in inviting him back to Council meetings and that a public post on facebook be issued updating parishioners of the Council's course of action.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr Rymer</p>
44/2022	<p><b>Pump Track</b></p> <p>a) To receive a report on the S106 Monies held by Craven District Council and seek approval for the clerk to contact Skipton Properties to request the extension to claim the S106 monies. <b>An update was provided by the Clerk.</b></p>	Clerk



47/2022	<p>3 Year Business Plan – to Review and update as required.</p> <p><b>RESOLVED: That a separate meeting with Cllrs Lord, Taylor and White be held to go through the plan in more detail and that this item then be brought back to Full Council.</b></p>	Cllrs Lord Taylor White & Clerk
48/2022	<p><b>To appoint Statutory and other Standing Committees and working groups, elect a chairman and approve membership for each committee.</b></p> <p><b>Committees</b> Market &amp; Services, Allotments, Recreation &amp; Environment, Administration &amp; Staffing and Finance.</p> <p><b>Sub Committees of Recreation and Environment.</b></p> <p>Climate Change and Biodiversity and Christmas Lights</p> <p><b>Working Groups</b> (with a limited term – task and finish)</p> <p>North Yorkshire Devolution, Pump Track Steering group and Castlebergh Crag Steering Group.</p> <p><b>RESOLVED: That the committee membership was approved for all the above Committees, Sub Committees and working groups and that Castlebergh Crag steering group would be included in the Full Council agenda for the time being.</b></p>	Asst Clerk
49/2022	<p><b>To review the appointment of members on outside bodies. See circulated table.</b></p> <p><b>RESOLVED: That the members on the outside bodies be approved.</b></p>	Asst Clerk
50/2022	<p><b>Assets</b> To receive a list of Deeds and the Asset Register of Equipment and possessions in the Custody of the Council. <b>The information was noted.</b></p>	Clerk
51/2022	<p><b>Councillors reports on outside meetings or events attended, training requirements and recruitment of Councillors.</b></p> <p>a) To consider the establishment and delivery of Settle Town Council ‘away days’ for the discussion of its future aims, objectives and vision. <b>RESOLVED: That the establishment of an “away day” be approved. It was AGREED for Councillors to circulate their own visions and ideas and then these be brought back to Full Council for further discussion.</b></p> <p>b) Training for Cllrs and Staff YORKSHIRE LOCAL COUNCIL’S ASSOCIATIONS Training Programme for June and July 2022 (circulated). To receive expressions of interest and approve costs within budget. <b>RESOLVED: That Chairmanship training for Cllr Rymer be approved and that all other training requests must be sent to the Clerk &amp; then approved by the Full Town Council.</b></p> <p>c) To discuss and agree the best means by which additional Councillors can be attracted and recruited to Settle Town Council. <b>It was AGREED to use the following means to recruit new Councillors - display a poster in the notice board, posts on social media, pieces in the Craven Herald &amp; Community News publications and for Councillors to have a stall on the Settle Market once a month.</b></p>	All Cllrs  DR / Clerk  Asst Clerk / BW

52/2022	<p>To receive and respond to correspondence (correspondence received after the advertised agenda will be considered).</p> <p>a) White Rose Update. <b>The information was noted.</b></p> <p>b) Councillors/Settle Rotary request for help with publicity or to join Gareth Hughes a fund raiser from Lytham is planning to paddle board the length of the river Ribble in early July to raise money for dementia UK. <b>It was agreed that the Council would support the fund raiser by raising awareness via social media.</b></p> <p>c) Correspondence relating to Registering assets of Community Value. <b>The information was noted.</b></p> <p>d) RBL request for support for the Poppy Appeal and a Box. <b>RESOLVED: To support the Poppy Appeal with the purchase of a wreath.</b></p> <p>e) Community First Yorkshire offer of storage units for free. <b>RESOLVED: Not to apply for a storage unit due to having nowhere to site it.</b></p> <p>f) Email regarding the proposal for reusing a bus shelter in Giggleswick for the Market Place. <b>RESOLVED: To advise the Parishioner that they would need to contact Giggleswick Parish Council and North Yorkshire County Council to explore this proposal further.</b></p> <p><b>The Chairman requested a vote to extend the meeting by 15 minutes</b> <b>RESOLVED: That this be approved.</b></p>	<p>Asst Clerk</p> <p>Clerk</p> <p>Clerk</p>
53/2022	<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. List of meetings circulated.</p> <p><b>RESOLVED: The Calendar of meetings circulated be approved.</b></p> <p><b>Future Agenda Items – To consider items for future agenda</b></p> <p><b><i>STC chain, Fireworks, Council Insurance to be checked for Cyber cover.</i></b></p> <p><b><i>Meeting closed 9:47pm</i></b></p>	<p>Clerk</p>