

Town Council Meeting
6th June 2022



Settle
TOWN COUNCIL

Welcome & Introductions



Cllr. Debi Rymer
Town Mayor



Cllr. Joe Lord
Deputy Town Mayor



Cllr. David Taylor



Cllr. Jane Cotton



Cllr. Mike Rose



Cllr. Barry White

Public Participation



Up to 15 minutes is set aside for members of the public to ask questions, comment or raise an item for the Council to consider at a future date.

If you wish to speak at this point, please raise your hand and state your name.

Once public participation is over the main Town Council meeting begins. No further comments during the meeting itself will be allowed unless resolved by a vote of the Council.

Agenda Item 1 – Vacancies



Vacancies – To fill 5 Vacancies by co-option

Agenda Item 2 – Apologies



- To approve apologies and approve reasons for absence.

Agenda item 3 – Code of Conduct



Code of Conduct

Localism Act 2011 - to record any Councillor's Disclosable Pecuniary Interest in relation to items on this agenda, to consider any dispensations or changes in member's register of interests.

Agenda Item 4 - Minutes



Minutes To approve draft minutes of the meetings as a true record.

Full Town Council – [Monday 9th May 2022](#)

Agenda item 5 – Police Report



We have had 17 incidents reported to the Police in Settle between 22.05.22 & 04.06.22
Reports include – General Admin from other Police force, Abandon Call,

22.05.22 – Crime Theft from Store – Cheapside

23.05.22 – Burglary – Bikes stolen from store

23.05.22 – ASB Personal/civil

23.05.22 – Crime Theft of Oil – Talbot Arms

27.05.22 – RTC – 2 vehicles Market Square

28.05.22 – X3 - Crime Violence – Allotments Lower Greenfoot (Allotment incident NYP-
28052022-0382) Request for signage - no public access

29.05.22 & 31.05.22 - Member of public patrols

30.05.22 – Road Related Offence – manner of driving Settle Town – area searched no gain

30.05.22 – Crime Fraud – Vehicle Insurance

03.06.22 – ASB Nuisance neighbour – Market Place

Agenda Item 6 - Planning



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

[2022/24020/FUL](#) 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) Decisions

[2022/23844/LBC](#) Replacement of cellar window. 3 The Terrace, Duke Street, Settle, BD24 9AW

Agenda Item 7 County and District
Councillors Reports



**To receive County & District Councillors'
Report.**

Agenda item 8 – Matters relating to District, County & Parish



Matters relating to District, County and Parish

- a) To set a date, appoint members and set terms of reference for the Devolution working group.
- b) [Local Flood risk management strategy consultation](#) (circulated prior to the meeting) Deadline 12th June 2022.
- c) Settle Chamber of Trade – to receive latest [minutes](#) and a [response](#) to the Town Council's request to take on business Christmas trees.

Agenda item 8 – Matters relating to District, County & Parish



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.

*** A vote to exclude the Press and public. ***

e) To consider a response to Cllr Staveley's request for a public apology, in order to return to the Town Council meetings.

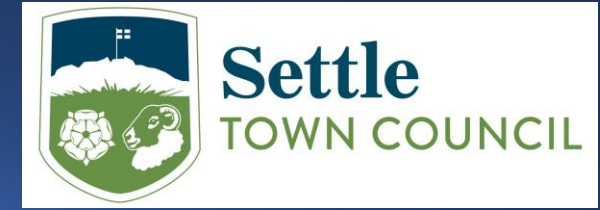
Agenda item 9 – Pump Track



Pump Track

- 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) To receive an [update](#) on matters relating to the Pump Track progress and approve any actions required as matters arising.
- c) To receive the [youth shelter consultation results](#) and agree next steps.

Agenda Item 9 – Pump Track



Decisions to be made: -

- Youth Shelter – Combination of options to be costed up by Conservefor.
- Colour of Sundial surface: Recommendation - [Rusty orange similar to previous.](#)
- Fencing Location: Recommendation- to move to the other side of trees so that its not on a slope. [Photo](#)
- Disposal/sale of sets [See photos](#)
- Removal of 1 of the entrance barriers/ Entrance sign location [see photos](#)
- Cycle Rack Location [See photos](#)

Agenda Item 9 – Pump Track



- Closure of Pump Track To be agreed in line with delivery of lighting and completion of works and Rospa inspection.**
- Opening Event date and Time 16th July 2022 (Settle Primary school Summer Fayre same day) Timings to be agreed.**
- Agree to contact Scouts/Guides to provide hot dog burger and drinks**
- £100 vouchers from 3 peaks cycles**
- A referee and stopwatch required for the Competition**
- Cllrs to add names indicating attendance /help on the day.**
- Pro Rider - <https://www.facebook.com/ProSkillsAndRecreationRides>**

Agenda Item 10- Finance



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

****Market report on following slide****

DATES	MAIN MARKET	No.	CASUAL	No.	TOTAL	INV	GRAND TOTAL	COMMENTS		
03/05/22	£276.50	13	£95.50	4	£372.00	£48.50	£420.50	Dull start, intermittent showers		
10/05/22	£248.00	13	£47.00	2	£295.00	£48.50	£343.50	Forecast for strong gusts and rain		
17/05/22	£295.00	14	£119.00	5	£414.00	£48.50	£462.50	Fine and warm		
24/05/22	£271.50	13	£72.00	3	£343.50	£48.50	£392.00	Fine start, showers later		
31/05/22	£250.00	14	£130.50	5	£380.50	£48.50	£429.00	Sunny intervals	Compare previous year - 2021	Compare year before – 2020
Monthly Totals:	£1341.00		£464.00		£1805.00	£242.50	£2047.50		£1463.00	nil

SUPERINTENDENTS COMMENTS:

03/05 – today followed both a Bank Holiday and Eid-al-Fitr, and was very quiet for most traders.

10/05 – disappointing weather resulted in low attendance.

24/05 – forecast for heavy showers put some traders off..again!

31/05 – two new Casual traders, wax melts and refillable consumables.

Agenda Item 10 – Finance cont



b) To approve the accounts – May payments and receipts
Payments & Receipts for June to date.

c) To approve section 1 of the Annual Governance
Accountability Return (AGAR)

d) To approve section 2 of the Annual Governance
Accountability Return

Agenda Item 10 – Finance cont



e) To receive the [internal auditors report](#) and approve the AGAR for submission and publication.

Approval and publication of the AGAR 2021-22 must be before 1st July 2021. Notice of Public Exercise of rights to inspect the accounts runs from 13th June to 22nd July 2022.

f) NABMA - annual conference request for the market superintendent to attend cost £100-150 dependent on day of attendance.

Agenda Item 11 – Standing Orders



To receive and approve the [amended Standing Orders](#)

Agenda Item 12 – 3 year Business Plan



To review and update the [3 year business plan](#) as required

Agenda Item 13



To appoint Statutory and other Standing Committees and working groups, elect a chairman and approve membership for each committee.

Committee Structure

Table of committee members

Committees Market & Services, Allotments, Recreation & Environment, Administration & Staffing and Finance.

Sub Committees of Recreation and Environment.

Climate Change and Biodiversity and Christmas Lights

Sub Committee of Finance - Sourcing Funding Streams

Working Groups (with a limited term – task and finish)

North Yorkshire Devolution, Pump Track Steering group and Castlebergh Crag Steering Group.

Agenda Item 14



To review the appointment of members on outside bodies.

See circulated [table](#)

Agenda Item 15 Assets



To receive a list of [Deeds and the Asset Register](#) of Equipment and possessions in the Custody of the Council.

Agenda Item 16 Councillors & Staff



Councillors reports on outside meetings or events attended, training requirements and recruitment of Councillors.

- a) To consider the establishment and delivery of Settle Town Council 'away days' for the discussion of its future aims, objectives and vision
- b) Training for Cllrs and Staff YORKSHIRE LOCAL COUNCILS ASSOCIATIONS Training Programme for June and July 2022 (circulated). To receive expressions of interest and approve costs within [budget](#). [Training](#)
- c) To discuss and agree the best means by which additional Councillors can be attracted and recruited to Settle Town Council.

Agenda Item 17 Correspondence



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

- a. YLCA - White Rose Update
- 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.
- c. Correspondence relating to [Registering assets of Community Value.](#)
- d. [RBL request for support for the Poppy Appeal and a Box.](#)
- e. Community First Yorkshire offer of [storage units for free](#)
- f. Email regarding the [proposal for reusing a bus shelter](#) in Giggleswick for the Market Place.

Agenda Item 18 Meetings and Future Agenda Items



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.

[Draft calendar of Council meetings](#)

Future Agenda Items - To consider items for future agenda.

Request for Pride Event

Christmas lights quotes and NYCC funding for fireworks

Social Media Policy Review and Training – communication engagement on social media

Tracking of Major planning applications e.g Anley Cragg