

MINUTES of the Council Meeting held on Monday
26th September 2022, at 7.30 pm –
in the Ballroom at Bentham Town Hall.

Present: Cllrs Adams (Chair), Burton, Gerrie, Hill, Paige and Stannard. The Clerk Christine Downey. And two members of the public.

- 136 Apologies from members unable to attend: -
- 136.1 To Note Apologies for absence given in advance of the meeting.
Cllrs Marshall and Pearce. DCllr Brockbank.
- 136.2 To consider acceptance of reasons for absence – if consideration of reason requested.
None.
- 137 Declaration of interests: -
- 137.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
None.
- 137.2 To approve dispensation requests – if dispensation requests received.
None.
- 138 To Receive Comment & Concerns: Public Participation – to hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consideration.

(NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification; The period of time designated for public participation at a meeting shall not exceed 20 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 3 minutes).

The manager from the Bentham Co-op provided an update of position/events.

- It has been widely reported in the press that the Co-op are selling their petrol stations. This will affect the Ingleton (New Road), and Settle (Whitefriars) branches, which will both become Asda convenience stores and petrol stations. Could happen before Christmas, but might take between six and eight months.
- The Co-op on Main Street High Bentham has not changed its opening hours, but there are fewer “operational hours”. This is creating more queues and it has been noticed that many people are queuing at the manned till to purchase tobacco products, because they are under the impression that tobacco products cannot be purchased through the self-scan tills. However, this is not the case – tobacco products can be purchased through the self-scan tills. To do this, shoppers need to come to the side of the manned till, ask for the item they want, and then take it to the self-scan till. This should help keep the queues down.
- Anybody can come and chat to the store manager, Leigh, if there is anything that they want to discuss. Don’t hesitate.
- There is still a little Charity money available and the co-op would be happy to receive some requests for support from local charities.
- The co-op provides free tea and coffee for various local organisations, and are keen to hear from other local groups who they could support in this way. If your local group could benefit from tea and coffee provided by the co-op, please call in and chat to Leigh. There was a suggestion that a supply could be provided for the coffee mornings at the Town Hall, to be passed over from week to week, and from organisation to organisation. This will be looked into further.

139 To Confirm the Minutes of the previous meeting on 5th September 2022. (Paper 2022/152)
RESOLVED: That the minutes of the meeting of 5th September 2022 are agreed and signed.

140 To agree the Accounts for Payments: -

The Automatic Door Company	Sliding door repair 30/08/22	182.70
Business Stream	Water town hall	76.79
Tim Wheildon Heating and Plumbing Services	Service town hall boilers and replacement parts	379.49
Waterplus	Waste water town hall	77.18
Salaries and mileage allowance	September 2022	3,059.83
WEL Medical Ltd	Defibrillator battery	204.00
HMRC	PAYE & NIC	3,862.11
Kingsdale Projects	Grass cutting and parish caretaking	3,175.00
Festivelights	Christmas Lights as approved at meeting 05/09/2022 agenda item 129.3	2,873.33
SSE Swalec	Unmetered electric supply	98.38
Total Energies	Gas town hall	337.06
Craven District Council	Trade waste	55.10
NEST	Pension contributions	188.52
Premium Credit	Insurance	354.02
TOTAL		14,923.51

RESOLVED: Approved.

RESOLVED: Payments to be authorised by Cllrs Adams and Gerrie,

141 To discuss 2023 Calendar matters and agree a way forward: -

141.1 To consider the quote from Stramongate Press. (Paper 2022/153)

RESOLVED: To accept the quote for 300 Calendars.

RESOLVED: Clerk to also purchase 100 envelopes for the new size of calendar from Stramongate Press.

141.2 To review the cost of the calendar.

RESOLVED: To charge £7.00 for the 2023 Calendar, plus the envelope at cost, if required.

141.3 To discuss the inclusion of: -

141.3.1 Coffee morning dates.

RESOLVED: That the 2023 Calendar will include a tear-out sheet of important dates, as last year, if possible. It will be standard paper, A4 sized, and will include the coffee morning dates, and other significant local events such as The Bentham Show, and the Bentham Bonfire.

141.3.2 Town Council meeting dates.

RESOLVED: Not to include town council meeting dates on the 2023 Calendar.

141.3.3 Moon phase symbols.

RESOLVED: Not to include moon phase symbols on the 2023 Calendar.

141.4 To consider and agree a beneficiary.

RESOLVED: That the beneficiary of the profit from the 2023 Calendar sales will be the Bentham Older People Together organisation.

141.5 To consider the arrangements for selling the 2023 Calendar.

RESOLVED: Pam at the Post Office to be asked if she is happy to sell the 2023 Calendars by Cllr Burton.

RESOLVED: Clerk to provide calendars to Bentham Older People Together to sell, on receipt.

RESOLVED: That the two cafes on Main Street will be asked if they will sell calendars.

RESOLVED: If the volunteer(s) are willing, to open the TIP on Saturday mornings after the normal TIP season ends, with the aim of selling calendars to the coffee morning visitors.

- 142 To consider how to fund the TIP volunteer Christmas Dinner, and to agree a way forward. It was reported that the cost will be between £120 and £150.
RESOLVED: To be funded from the Chairmans allowance, with any shortfall coming from the contingency fund.
RESOLVED: To precept for the cost of TIP volunteer Christmas Dinner in future.
- 143 Staff reviews: -
- 143.1 To consider the amended staff review documents and agree a way forward. (Papers 2022/154 and 2022/155)
RESOLVED: Both documents agreed and approved.
- 143.2 To agree a date for the staff reviews.
RESOLVED: Cllrs Burton, Paige and Stannard to conduct the clerks staff review, in the clerk's office, at 4.30 pm on Thursday 6th October 2022.
RESOLVED: The clerk to conduct the caretaker and the cleaner's staff reviews at a convenient date, early in October 2022.
- 144 To consider a request from the Bentham Masterplan committee for use of a meeting room at the Town Hall and agree a way forward.
RESOLVED: That the Bentham Masterplan committee will be provided with space for meetings, free of charge, at the Town Hall. Arrangement's to be made via the clerk.
RESOLVED: That for the foreseeable future, agendas will include an item for regular updates on the Bentham Masterplan. (First meeting of each month, with the other regular updates),
RESOLVED: That the clerk will provide the Bentham Masterplan committee, via Cllr Gerrie, with the data collected in response to the flyer that was circulated by the Council in the Bentham News in 2021.
RESOLVED: If Craven District Council requires information about assets held or managed by Bentham Town Council, it should write to the clerk with a request.
- 145 Items for next meeting and minor items for information only.
Agenda items: -
 - Apologies received from Cllr Adams for 17/10/22.
 - Apologies received from Cllr Gerrie for 17/10/22.
 - Christmas Lights matters.
 - To consider some type of memorial for the late Queen Elizabeth.
 - Review the position regarding the book of condolences.**Minor items for information: -**
 - Vicechair Cllr Hill should be chairing 17/10/22 meeting.
 - The clerk is on annual leave between Thu 29/09/22 and Tue 04/10/22. Back on Wed 05/10/22.
 - There has been a delay receiving the closure letter from the external auditor. Cllr Adams will publish anything that is required to be published while the clerk is on annual leave, in respect of the audit. (Docs to be prepared by clerk before holiday).
 - The bench programme will be progressed as soon as possible, i.e., after completion of the external audit work.
- 146 Date of next meeting.
Finance meeting 10/10/2022.
Full council meeting 17/10/2022.

147

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, that the public and press be excluded further from the meeting, whilst items 148 and 149 are considered: -

RESOLVED: That the press and public be excluded from the meeting.

148

To consider items of correspondence received regarding the Community Youth Building and agree a way forward, if any. (Papers 2022/156 and 2022/157)

RESOLVED: Clerk to respond to the chair of the Craven Community Land Trust and trustee of the North Craven Buildings Preservation Trust, making the following points: -

- **The Council has no knowledge of the financial situation of other organisations and cannot comment on which community bodies would, or would not, be able to pay rent.**
- **The building was leased to a tenant from 01/01/2012 to 18/03/2022, during which time no rent was charged or paid. The lessor did pay the annual charge for the boiler servicing and made a contribution towards the insurance.**
- **Since the property was vacated on 18/03/2022, the council has not received any enquires from either an individual or a group regarding renting the space.**
- **The council is aware of a wide variety of community buildings in the town that provide more than enough space for community activities.**
- **The council is aware that a community asset nomination has been submitted to Craven District Council and is under consideration.**

RESOLVED: To ask Kate Senior, partnership officer at CDC the following specific questions regarding the Community Youth Building: -

- **Why were Bentham Town Council not advised of a community asset nomination that was made on 09/08/2022 until 26/09/2022?**
- **What are the arrangements regarding a sale before the decision on the community asset nomination is made? Can Bentham Town Council proceed and accept an offer on the property?**
- **Bentham Town Council could have accepted an offer on the property at any time since it was put on the open market in May 2022. Therefore, it could have been sold before the nomination was made, or after the nomination was made but before CDC made Bentham Town Council aware of it. What would have been the consequences of an offer being accepted by Bentham Town Council and the property sold in each of those two circumstances?**
- **The Community Interest Company was raised by the group after they had given up the lease on the property. What difference does this make to the position, if any?**

RESOLVED: To defer a decision on the most recent offer on the building.

RESOLVED: Clerk to ask Cllr Marshall if he can finalise the letter to NYCC by 4th October 2022.

149

To discuss the proposed Community Resolution Disposals, re the incident at the Town Hall, and agree a way forward, (Paper 2022/158)

RESOLVED: That the Community Resolution Disposal should be exactly the same for both offenders. It should therefore comprise of writing a letter of apology and taking part in an Anti-Social Behaviour & Fire Prevention session at Bentham Fire Station.

RESOLVED: That the clerk will let PC Barbara Parsons know, and Cllr Adams will complete the necessary paperwork as Chair of the Council.

There being no further business the meeting was closed at 8.43 pm.