

BENTHAM TOWN COUNCIL

Minutes of the Council Meeting held on Monday 4 June, at 7.30 pm in the Lower Town Hall

Present Cllrs Adams, Barnes, Bridgeman, Burton, Faraday, Marshall, Swales, Taylor & Wills. Also, DCllrs Brockbank & Thompson, the clerk Mrs Burton and 5 parishioners

32. To Receive Apologies from members unable to attend
Cllrs Handford & Stannard
33. To Receive & Record any member's Disclosable Pecuniary Interest in relation to items on the agenda and to receive and decide members' requests for DPI dispensations
Cllrs Marshall & Faraday declared a personal interest in item 39.1.1, planning application 2018/19190/REM, as near neighbours of the site
34. To Receive Comment & Concerns
Two residents of Hillside Road raised concerns about parking issues being caused on the road by people visiting the new play area. Visitors are parking on the slip road, so that residents cannot access their drives (and some have been abusive when asked to move), or on the private carpark above dedicated to Sanctuary Housing residents. Fears were expressed that this would only get worse with the school holidays. They suggested that users should be encouraged to use the Low Bentham carpark and walk, or that parking spaces be supplied on the play area. This latter suggestion could not be accommodated as the Council does not own the access and only has permission for maintenance vehicles to access the area as necessary. It was agreed – and indeed already in progress – that the top gate should be locked with the only access being the pedestrian gate at the Ellergill end. The delay in this was due to a requirement for all keys to be the same to allow ease of access to maintenance crews.
35. To Confirm the minutes of the previous meeting
RESOLVED: That the minutes of the meeting on 14 & 21 May be signed
36. To Receive the Clerks Report (for information only) – see end of these minutes
The clerk informed the meeting that the YLCA summer training programme had been received with a Councillor Skills course, for new Cllrs, being held on 25 July in Skipton. Cllrs were encouraged to consider attending. The clerk also agreed to ask neighbouring parishes if there was any interest in trying to hold a course at this end of Craven
37. To Receive the Police Report & allow members to ask questions for information
PCSO Amanda Preston, usually stationed in Settle, attended as the Bentham team were on rest days. She encouraged the Hillside residents to report parking obstructions to the police on 101. PCSO Jayne Grace had supplied a report on issues reported in May including several road accidents, numerous missing persons (children's homes) and a couple of other crimes. PCSO Preston agreed to report back the issue of inadequate signage on the Lancashire end of the B6480 at Ravensclose which had led to the serious accident the previous week where a car had run into a reversing wagon that had been unable to get under the railway bridge
38. To Receive Reports from CCllr & DCllrs (for information only)
DCllr Brockbank, having been unable to attend the May meeting, congratulated Cllr Marshall on his appointment as Mayor and the rest of the Council on their election.
She told members that Craven had been working with The Dogs Trust to promote responsible dog ownership in local primary schools.
DCllr Thompson informed the meeting that the new outdoor gym was now operational on the Burton Recreation Ground (in Bentham parish)
He confirmed that the current Broadband Voucher scheme was available to self employed people working from home.
39. Planning
- 39.1. To Consider and Comment upon New Applications
- 39.1.1. 2018/19190/REM Approval of appearance, landscaping, layout & scale as reserved by condition in outline consent referenced 80/2014/15067 for 16 dwellings at Felstead, Low Bentham Road, High Bentham
Cllrs Marshall & Faraday declared an interest and took no part in the discussion
RESOLVED: That the Council had no objections to this application
- 39.1.2. 2018/19144/FUL Amendment to extant permission to erect 2no. dwelling houses & associated new entrance & landscape works (08/2016/17629) at Bank View, Doctors Hill, Low Bentham
RESOLVED: That the Council had no objections to this application

39.1.3. 2018/19334/HH Erection of porch. Erection of extension to west side. Erection of extension to east side at Greta Mount, Low Bentham

RESOLVED: That the Council had no objections to this application

39.2. To Receive Planning Decisions

- If any (see Clerks Report)

39.3. To Receive Correspondence on Planning Issues

- If any (see Clerks Report)

40. Highways Matters

40.1. To Consider the proposed residential disabled parking bay on Lakeber Avenue and agree a response, if any Council could not see that the provision of a residential disabled parking bay in this area would improve things for the residents unless it had been specifically requested. It was noted that parking was difficult in this area and that the proposed bay may actually be a detriment rather than a benefit.

RESOLVED: That the Council question the requirement for the disabled parking bay if it has not been specifically requested by the residents

40.2. To Receive a response regarding 'Children at Play' signage on Springfield crescent

NYCC Highways had declined to help with the signage in the absence of a school or official play area in the vicinity. The residents had been in contact the NYCC who had finally admitted ownership of the area (having devolved grass cutting responsibility to the residents in 1989).

40.3. To Discuss the placement of litter bins around the town and recent changes.

The removal and / or relocation of several bins was highlighted. DCllr Brockbank had contacted Craven, who appeared unaware. She agreed to chase this up to try and discover the reasons behind the changes

RESOLVED: That DCllr Brockbank will try and find out the reasons behind the changes to the bin allocation and position

40.4. To Discuss parking restrictions in Bentham and whether any changes should be considered

The continued problems with illegal parking at the bottom of Robin Lane and on Station Road causing bottlenecks was discussed at length. The Council agreed that extra yellow lines would have no effect as those already present were being ignored. Only extra enforcement would be effective. The presence of the traffic warden had been noted, but more patrols at different times of the day were needed – particularly at 8.30am and 4pm

RESOLVED: That Parking Enforcement be thanked for their increased presence and asked whether early / late visits were possible

40.5. To Consider and Note Highway Matters for Information

Problems exiting Tatterthorn Road and Pye Busk due to overgrown hedges were highlighted.

It was agreed to contact Lancashire Highways regarding the inadequate signage signalling the low railway bridge at Holmes farm.

RESOLVED: That Horton Landscaping be asked to cut back the under growth at Tatterthorn Road and Pye Busk

RESOLVED: That the Council write to LCC Highways regarding the inadequate signage on the B6480 prior to the railway bridge

41. To Agree the adoption of NALC's Updated Standing Orders 2018 (paper 2018/09)

RESOLVED: That the new standing orders be adopted as written (with typos corrected), including the destruction of meeting recordings following adoption of the minutes

42. To Consider quotes for the professional compilation of the Council's Risk Assessment, if available

The clerk had been unable to source any quotes for the meeting so this was carried forward to the next meeting

RESOLVED: That sourcing a professional risk assessment be carried forward to the July meeting

43. To Receive an update on the Play Area

HAGs had contacted the Council confirming the completion of the snagging list. Members agreed to walk the play area the following evening to ascertain the veracity of the claim. It was agreed that the recent grass cutting was not good enough now that the area was in use. Cllr Bridgeman had been performing the weekly inspections and would continue until the replacement coordinator had been appointed. RoSPA had been the only company found to date prepared to do a one-off on-going Risk Assessment, but they required to do a post installation assessment as well – at a cost of £790 +VAT. The Council agreed to contact PI, who had done the original post installation assessment to see if they could do the risk assessment, and also to ask RoSPA if they might offer a discount if provided with the PI post installation report. The signage had been ordered

RESOLVED: That Cllrs walk the Play Area to confirm that snagging is complete

RESOLVED: That Horton Landscaping be asked to improve cutting of the Play Area and not leave wild life strips that can hide dangerous litter

RESOLVED: That further enquiries be made of PI and RoSPA regarding a Risk Assessment

43.1. To Consider the provision of rubbish bins and seating

Craven had been contacted regarding the emptying of bins on the Play Area and the clerk was waiting confirmation that this would not be a problem. It was agreed that the unused election expenses budget (£2325 due to the election being uncontested) should be used to purchase 2 Phoenix benches at £416.69 each and 2 Topsy 2000 Litter bins at £170.95 each (all ex VAT) and that the remainder be used to purchase picnic bench(es)

RESOLVED: That the unused election budget be vired to purchase 2 x litter bins and 2 x recycled benches plus picnic benches.

44. To Agree the Accounts for Payment

Craven District Council	176.26	BT	371.35
Aviva	462.83	Dash4It (via Burton)	41.05
SWALEC	672.81	ClearGlass Cleaning	100.00
Bentham News	105.00	WPS	25.00
Kingsdale Projects	1422.00	NEST	21.23
Armstrong Builders Merchant	219.10	Salaries	2251.76

RESOLVED: That the HAGs payment be withheld until the snagging is confirmed as complete

RESOLVED: That the remaining accounts for payment are agreed

44.1. To consider the insurance renewal documentation and agree any changes, if any (Paper 2018/10)

RESOLVED: That the renewal document be agreed with the exception of the 'manual' wages and contractor payments sections that required amendment to account for changes

45. To Sign and Approve the Annual Return 2017/18 (paper 2018/07)

45.1. To Review the statement of internal control and the effectiveness of the system of internal control (papers F2018/01 & F2018/02)

RESOLVED: That paper F2018/01 & F2018/02 were reviewed and agreed without amendment

45.2. To Receive the Audit Report from the Internal Auditor (paper 2018/05) – received

45.3. To Review the Effectiveness of the Internal Audit (paper F2018/03)

RESOLVED: That paper F2018/03 be accepted and agreed

45.4. To Confirm Yorkshire Internal Audit Services appointment for the year 2018/19

RESOLVED: That Yorkshire Internal Audit be reappointed as internal auditors for 2018/19

45.5. To Review & agree the Council Audit Plan for 2018/19 (paper 2018/06)

RESOLVED: That the Council Audit Plan was reviewed and agreed without amendment, but with the addition of a check list for the internal auditors to use as proof that all sections were being considered

45.6. To Agree & Approve the Annual Governance Statement (section 1 Paper 2018/07)

RESOLVED: That the Annual Governance Statement be agreed and approved

45.7. To Consider the Accounting Statements for 2017/18 (Paper 2018/07) - considered

45.8. To Agree & Approve the Accounting Statements (section 2 Paper 2018/07)

RESOLVED: That the Accounting Statements be agreed and approved

46. To consider items of Correspondence

46.1. To receive notification from the Youth Café of proposed alterations to the Community Youth Building

The Council discussed the notification of the proposed alterations to the building and agreed that it had no objections if the soundproofing could be easily removed if necessary. It was agreed that the Youth Cafe Management Committee should be reminded of the terms and conditions of their lease requiring them to obtain permission prior to making changes

RESOLVED: That the Youth Café be asked to confirm that the proposed soundproofing could be easily removed if necessary and be reminded of the terms and conditions of their lease.

46.2. To note changes to the NYCC Area Committees

It was noted that the new structure did away with the Craven Area Committee, replacing it was a less local Skipton & Ripon Committee

46.3. To consider the NALC 'Shaping our Future' strategic plan and agree a response, if any

RESOLVED: That Cllrs provide comments to the Chairman who will formulate a response

46.4. To receive information from Seafarers UK regarding Merchant Navy Day, 3 September 2018

RESOLVED: That the Council mark Merchant Navy Day by flying the Red Ensign

RESOLVED: That the Council purchase a Red Ensign and a new Union flag

47. To Receive Reports from Councillors who represent the Council on other bodies (for information only)

Cllr Taylor confirmed that the Refugee Support Group would be hosting a group on the weekend of 29 June and asked if the Mayor could attend to greet them.

Cllr Adams said that the Aid In Sickness charity was meeting with solicitors to look at what would be involved in winding up the charity in case they continued to have problems appointing trustees from the various member Councils and became inoperative.

48. Items for next meeting and minor items only

It was confirmed that a plastic bin as previously discussed should be purchased for the Victoria Institute sand bag store.

There being no further business, the meeting was closed at 9.20pm

AGENDA ITEM 36)

CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 4 June 2018

1. Planning Decisions Received Since Last Meeting

1.1. GRANTED

- 1.1.1. 2018/19145/HH Proposed extension to side of domestic dwelling to form porch, dining room/lounge at Maiden Croft House, Gas House Lane, High Bentham
- 1.1.2. 2018/19202/HH Retrospective proposed lean-to greenhouse at Old Pottery Barn, High Bentham

1.2. REFUSED

- 1.2.1. none.

2. Planning Correspondence

- 2.1. Appeal Decision on 08/2017/18023, 8 Lakeber Drive – APPEAL DISMISSED, COSTS REFUSED
- 2.2. Appeal Decision on 08/2017/18102, Millers Green – APPEAL DISMISSED
- 2.3. Bailrigg Garden Village Issues & Options, Lancaster City Council consultation
- 2.4. Future Gypsy & Traveller Site Consultation, Lancaster City Council
- 2.5. Lancaster City Council submit District Plan 15/5

3. Information Regarding Items Discussed at last Council Meeting (if not on agenda)

- 3.1. VAS survey response sent 16/5
- 3.2. Bank mandate etc sent 16/5
- 3.3. Parking Enforcement contacted 22/5

4. Items for Information – see information folder

- 4.1. Confirmation that Councils do not need to appoint a DPO
- 4.2. Confirmation of removal of signatures from mandate

5. Items circulated by email

- 5.1. Latest Weekly Rural News Digest 14/5, 21/5, 29/5, 4/6
- 5.2. Rural Spotlight on Rural Health & Social care 16/5
- 5.3. Rural Vulnerability Service – Rural Broadband 23/5, Fuel Poverty 29/5
- 5.4. Community Care Services (inc. future of Castlebergh) 17/5
- 5.5. North Yorkshire Now May 2018
- 5.6. War memorials news, 15/5 & 29/5
- 5.7. Police & Crime Commissioner Survey, 21/5
- 5.8. Craven Volunteer Fair, Settle 4 June (& noticeboard)
- 5.9. NYP Fraud Awareness Roadshow info
- 5.10. North Yorkshire Safeguarding Week 25-29 June (& noticeboard)

6. Progress on Outstanding Matters

- 6.1. Andrew Mellor invited to meet with Council – dates awaited – chased 4/6
- 6.2. Wayne Gray contacted re dog patrols on 8 May – chased 4/6
- 6.3. The Council agreed, April 2018, to maintain a dialogue with the landowner regarding Church Beck
- 6.4. Craven asked about Low Bentham sandbag store – suitable container to be found
- 6.5. Street Lighting phase 1 agreed, progressing phase 2 with NYCC Street Lighting
- 6.6. Craven Area Committee requested to consider Bentham School Crossing, 18 January 2016
- 6.7. Flagpole – donor found, awaiting quotes
- 6.8. Grasmere Drive bench site location permissions received, costs received, CDC to consider