

**BENTHAM TOWN COUNCIL**

Minutes of the Meeting of the **Open Spaces Committee** on Monday 17 September at 7.30pm in the  
Wennington Room

Present: Cllr Bridgeman (Chair), Cllr Burton, Cllr Faraday, Cllr Swales, Cllr Taylor, Jo Burton (Town Clerk) and Jane Jennings (Council Coordinator)

OS8 To receive apologies from members unable to attend.  
Apologies were received from Cllr Marshall.

OS9 To receive and record any member's Disclosable Pecuniary Interest in relation to items on the agenda and to receive and decide members requests for DPI dispensations.  
None received.

OS10 To note and agree the minutes of the previous meeting  
**RESOLVED: That the minutes of meeting on 13 June 2018 are agreed**

OS11 To discuss and agree recommendations for the grass-cutting tender

The Committee considered maps highlighting the green spaces, verges and junctions proposed for inclusion in the next 3 year tender for grass-cutting services. It was noted that several new areas were proposed for inclusion this year. It was agreed that all of the highlighted areas should be included in the new tender.

**RESOLVED: That all proposed areas are included in the tender document**

Members considered the required frequency for grass-cutting of the different areas. While the Committee was mindful of the increased cost, it was felt that increasing the frequency of cutting would have a significant benefit to the overall look of the town. The play areas and cemetery were highlighted as particular priorities. It was therefore agreed that the frequency of grass-cutting be increased and that tender should request quotes for weekly cutting of green spaces, and fortnightly cutting of all other areas from mid April-mid Oct.

**RESOLVED: That the tender document should specify weekly cutting of green spaces and fortnightly cutting of the specified grass verges and junctions.**

Several additional areas were flagged as requiring cutting back over the autumn/winter. These are: trees/wall along Mill Lane, trees along Low Bentham Road and Furness Drive, overgrowth at the bus shelter on Robin Lane, tree at Lairgill that requires crowning, cutting back on Butterbergh pathway, and cutting back on the path between Hillside and Ellergill Lane. It was agreed that a separate quote be sought for these jobs from Kingsdale Projects.

**RESOLVED: That quotes are sought from Kingsdale Projects for the above works.**

A need for cutting back was also identified at the outer boundary of the play area at Bentham Bridge (Station Road side). As this area is the responsibility of the Playing Fields Association, it was agreed that the Council would need to contact the Association to check it is happy work to be carried out in this area.

**RESOLVED: That the Playing Fields Association is contacted to ask if it is happy for the Council to cut back overgrown trees and shrubs at Bentham Bridge Play Area.**

The Committee discussed arrangements for the tender process and decided that the deadline for responses should be 31 October to allow sufficient time for members to assess responses in advance of the Council meeting on 6 December. As the Oct deadline for the Bentham News had passed, it was agreed that the tender should be advertised on the noticeboard and the Council website, and that likely interested parties should be approached directly.

**RESOLVED: That the deadline for responses to the tender advertisement will be 31 October 2019 with copies to be placed in the noticeboard and on the Council website, and sent directly to likely interested parties.**

OS12 To Review / discuss various issues in relation to the Philip Harvey Play Area

*OS12.1 Items requiring repair / attention*

The Town Clerk had circulated a copy of the HAGS operational assessment which had identified a surprising number of problems given the facilities had only been installed in May. A number of these were issues that had been flagged by the Council originally. HAGS had asked the Council to get quotes for the remedial work. Members felt strongly that it is HAGS' responsibility to sort out the remedial work with all costs being deducted from the sum still owed by the Council. It was agreed that a response should be sent to HAGS to convey that message.

**RESOLVED: That the Clerk's Office should write to HAGS setting out the Council position on this.**

There was a brief discussion of the quote for remedial groundworks. Cllr Marshall had shown Kingsdale Projects the site that morning and had been given a rough initial estimate of around £1,250.

*OS12.2 Netball / Basketball Hoops*

The Committee discussed possible options for moving the basketball hoops to enable the installation of netball hoops. However, it was recognised that moving any of the materials could impact on the HAGS warranty and so any such work would need to be carried out by HAGS. It was agreed that HAGS should be asked about the possibility of moving the basketball hoops to the side to allow for the installation of netball posts.

**RESOLVED: That HAGS be asked about options for moving the basketball hoops.**

*OS12.3 Bin Emptying*

Cllr Faraday reported that the bin was beginning to get quite full. The Clerk had been informed by Craven District Council that the Council would not empty the bin directly but could provide a wheelie bin for the waste to be emptied into. The wheelie bin would be emptied on a fortnightly basis provided it was placed on a collection route. The Committee agreed that the wheelie bin should be requested and placed in a suitable location. Cllr Faraday would measure the bin liner to see what size plastic liner bags will be required.

**RESOLVED: That a wheelie bin is requested from Craven District Council and a suitable location is identified to ensure collection.**

**RESOLVED: That Cllr Faraday check the size of bin liners required for the bin**

*OS12.4 Boundaries*

Kingsdale Projects had quoted £510 for tidying up the trees on the boundaries of the PHPA. The Committee agreed to go ahead with that work. It was noted that the wire on boundary fence at the play area is badly rusted and requires a plastic covered replacement. It was agreed that a quotes should be sought for that work.

**RESOLVED: That Kingsdale Projects are asked to proceed with work on the boundaries**

**RESOLVED: That quotes are sought for replacement fencing wire at the PHPA**

*OS12.5 Inspections*

Cllrs Bridgeman and Faraday had between them been covering weekly inspections of the PHPA. They arranged to visit the play area with the new Council Co-ordinator so that she could take over responsibility for the weekly inspections. The Clerk reported that she was chasing up the provision of a formal health and safety checklist to be used for inspections as well as options for relevant health and safety training.

**RESOLVED: That Cllrs Bridgeman and Faraday visit the PHPA with the new Council Coordinator to explain the requirements for the weekly inspection.**

*OS12.6 Memorial Bench*

The Committee noted a proposed request to install a memorial bench to Betty Armstrong. Members were content to approve the proposed wording for the bench but requested clarification on the proposed location for it.

**RESOLVED: That the Clerk's Office seek clarification on the proposed location of the memorial bench in the PHPA.**

*OS13 To receive an update on street lighting*

Cllr Marshall had been dealing with this and was waiting on an update from Peter Ball from NYCC on possible dates for commencing installation of Phase 2. Phase 1 had now been installed but was not yet lit due to Electricity North West delays. It was decided that the Committee would consider phase 2 at a later meeting once phase 1 was complete and a response has been received from Peter Ball.

**RESOLVED: That the Committee consider Phase 2 at a later date once Phase 1 is complete.**

*OS14 To discuss and agree a way forward on issues identified during the Open Spaces walk around in June**OS14.1 The Cross at The Green, Low Bentham*

The Town Clerk had spoken to Martin Faichney about the renovation of the Cross. He was happy to do it in his own time and had agreed to provide a quote for the work.

*OS14.2 Broken Bench at the Cemetery*

The Town Clerk confirmed that this had been removed.

*OS14.3 Margaret Staveley's Gravestone*

The Town Clerk confirmed that she had not been able to trace any living relatives for Ms Staveley. As the gravestone is broken in two and presents a possible danger to the public, the Committee agreed that it should be laid flat and a suitable notice place on top explaining why this had been done and directing any relatives to the Council.

**RESOLVED: That Kingsdale Projects to be asked to lay the gravestone flat and the Clerk's Office to circulate suggested wording for the sign to be placed on top.**

*OS15 Trees at Mount Pleasant*

The Council considered the issue of trees by and in the wall at Mount Pleasant which appear to need cutting back. It was noted that as the trees are on private land, there are not the responsibility of the Council. In addition, as some of the branches are near electricity cables, it seems likely that Electricity North West will need to carry out some work before any tree surgeon will be prepared to work on it.

*OS16 To receive and consider minor items / items for the next agenda*

Cllr Bridgeman informed the group that wording on the inscription at the PHPA would be available shortly and she would email it around members for their consideration.

**RESOLVED: That Cllr Bridgeman will circulate wording of the inscription once it is available.**

The Town Clerk informed the Committee of an email received from a member of the public concerned about the lack of visibility at the track coming from St Margaret's Church on to Station Road due to overgrown trees. As these trees are the responsibility of the railway, the Committee agreed that a polite request should be made to the railway to cut back the trees along the railway bridge

**RESOLVED: That a request is sent to the railway regarding cutting back the trees on both sides of the railway bridge along to the path from the church.**

There being no further business, the meeting closed at 9pm.