

MINUTES of the Council Meeting held on Monday **5th June, at 7.30pm – in the Lower Hall, Bentham Town Hall**

Present: Cllrs Adams, Burton, Gerrie, Hill, Jones, Marshall & Paige. Temporary Clerk Mrs Burton, and 13 members of the public

33. Apologies from members unable to attend: -

33.1 To Note Apologies for absence given in advance of the meeting.

Cllr Stannard

33.2 To consider acceptance of reasons for absence

None

34. Declaration of Interest: -

34.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.

Cllr Adams declared an interest in item 42.4, planning application 25018. Cllr Marshall declared an interest in item 52.6, letter from Bentham Auction Mart

34.2 To Approve Dispensation Requests – if dispensation request received.

None

35. 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 consultation.

A member of the public provided the Council with more information on item 52.5, loss of access at Banks Way, explaining the problems encountered to date and the lack of response from Craven / North Yorkshire Council.

Members of The Hub spoke about the work of the volunteers and the need to find new premises in Bentham. The organisation is working to set up a Community Investment Company with the Charities Commission and will then be in a position to make an offer on the Community Youth Building.

36. To Confirm the Minutes of the previous meeting on 2nd May 2023 (Paper 2023/110)

RESOLVED: That the minutes of the meeting on 3 April 2023 are agreed and signed

37. To consider written applications for the office of councillor and to fill vacant seats by co-option, if any.

None received

38. To receive the Police Report & allow members to ask questions for information - If any.

An email report was received

38.1 To receive an invitation to sign up to the NYP Community Messaging Service and agree a way forward (Paper 2023/111)

RESOLVED: That the clerk sign Councillors up for the service

38.2 To receive an invitation to attend a zoom meeting with Assistant Chief Constable Bisset on 12 July at 6.30pm to allow Parishes to ask questions. NB Questions to be sent by 26 June

RESOLVED: That Cllrs Adams & Paige will attend. Any questions to be sent to Cllr Adams before 26 June

39. To receive a report from the Public Safety Officer & allow members to ask questions for information – if any.

None

40. To receive the Clerks Report (for information only). (Paper 2023/112)

Received

41. To receive a Report from CCllr (for information only) - If any

None

42. To consider and comment upon New Planning Applications.

The clerk explained that the Planning Portal required the Council not only to comment but to provide a 'stance' (Object, Support or Neutral) to each application.

42.1 ZA23/24984/TPO. To fell Pine T1 & Poplar T2. 12 High Croft, High Bentham, Lancaster, LA2 7FE

RESOLVED: The Council has no objections, neutral

42.2 ZA23/24951/HH. Replacement of existing detached garage with new build of slightly larger dimensions. 1A Springfield Crescent, High Bentham, Lancaster, LA2 7BD

RESOLVED: The Council has no objections to this providing the garage door does not impede the pavement, neutral

42.3 ZA23/25038/VAR. Application to vary condition no.s 2 (approved plans) and 8 (implementation of SDCS) of planning approval referenced '2022/24039/FUL' to remove air source heat pump. Land North Of Fern House , Burton Road, Low Bentham, Lancaster, LA2 7ER

RESOLVED: The Council has no objections, neutral

42.4 ZA23/25018/FUL. Residential development, new access and associated works. Land East Of Bank Head, Robin Lane, High Bentham, Lancaster

RESOLVED: The Council has no objections, neutral

42.5 To receive Planning Decisions – see Clerks Report

43. Highway Matters

43.1 To receive a response from Cllr Duncan regarding Average Speed Camera policy (Paper 2023/113)
Received

43.2 To receive information about the new Bentham to Hornby Bus Service No.852 (Paper 2023/114)
Received, however there was a question regarding the route which mentioned Melling before Wennington.

RESOLVED: That clarification be sought regarding the actual route of the bus service

43.3 To receive information from NYC regarding the 'Lets Talk Transport' survey and agree a way forward (Paper 2023/115)

Received. The clerk had already sent the information to Bentham News and a member of the Transport Team will be attending the Playing Fields coffee morning on 24 June. The Council agreed that the information should be put on the noticeboards and sent to the Friends of Bentham Station as well

RESOLVED: That the survey be promoted on the Council noticeboards, and the information be sent to Friends of Bentham Station

43.4 To receive a response from NYC Highways regarding road markings (Paper 2023/129)
Received

43.5 To Consider and Note Highway Matters for Information
None

44. To receive an update on the Town Hall window project and agree the next step.

The project had gone smoothly and is almost complete. It was proposed that a piece of blown plaster is replaced and the room decorated before being reopened. A piece of timber should also be fixed to the wall to prevent table trolleys damaging it.

RESOLVED: That the remedial works be completed and the room fully decorated as agreed in 2022.

44.1 To receive an update on the replacement water boilers for the Lower Hall & Wenningdale Room

RESOLVED: That both water boilers should be replaced like for like. Cllr Adams will look into purchase

45. To receive an update on the Bentham Masterplan

Cllr Gerrie reported that the Masterplan Team had met with NYC twice and also with the Sports Development Officer and the Recreational Services Officer. The final report should be available at the end of June and that they would like to meet privately with the Council prior to submission in July. The Council suggested meeting on either a Monday or a Tuesday between 10 & 25 July.

46. To review and agree the updated Asset Register (Paper 2023/116)

The updated Asset Register was still incomplete as the clerk had been unable to find information on the signage at the Philip Harvey Playing Field

RESOLVED: That Cllr Jones provide information on the Philip Harvey Playing Field signage from the accounts.

RESOLVED: That the Asset Register does not need to come back to Council once the missing figure is added

47. To agree the Updated Provisional Timetable of Meetings for the new Council Year. (Paper 2023/117)

RESOLVED: That the timetable be accepted with the exception that the Buildings Committee meeting be moved to before the Precept Meeting

48. To receive a request from NYC Monitoring Officer for Councillors to review their Register of Interests and update where necessary using the new NYC form (Paper 2023/118)
Received, Cllr Adams to resupply his ROI

49. To decide whether to fly the flag on Armed Forces Week, June 19-24

RESOLVED: That the flag be flown for Armed Forces week

50. To consider various queries about parish Grass Cutting and agree a way forward

Queries had been raised about grass cutting below Harley Bank and also around the Pump Station by the Green in Low Bentham. It was thought that neither area had ever been cut by the Council

RESOLVED: That the Grass Cutting Contractor be asked to clarify the issue, and also to quote for adding these areas to the contract

50.1 To consider an offer of litter picking around the parish and the waste disposal

RESOLVED: That the volunteer be given access to the Council bin for litter disposal

51. To agree the Accounts for Payment.

| To | For | Amount |
|---------------------------------|------------------------------|-----------------|
| Starboard Systems | Scribe accounts subscription | 676.80 |
| Pro Laundry & Catering Services | Kitchen appliance servicing | 466.80 |
| Automatic Door Company | Sliding door service | 212.40 |
| North Yorkshire Council | Excess waste weight charges | 25.50 |
| Performing Rights Society | Music license payments | 542.09 |
| Elkerlodge Bookkeeping | Internal Audit charges | 100.00 |
| Elkerlodge Bookkeeping | Internal Audit | 350.00 |
| Morecambe Trade Windows | Supply & install TH windows | 15767.83 |
| Morecambe Trade Windows | Tower scaffold | 120.00 |
| Business Stream | Town Hall water | 78.21 |
| Business Stream | Cemetery water | 12.77 |
| Wenningdale Leisure | On-line computer purchase | 845.93 |
| Stephen Frankland | Joinery in Ballroom | 1453.20 |
| Settle Coal | Skip (for TH windows work) | 158.40 |
| Citron Hygiene | Sanitary disposal | 30.53 |
| Mr D Foster | Reserved Grave Refund | 302.00 (cheque) |
| Community Link Cafe | Precept grant | 166.32 |
| Carl Taylor | Street Light Maintenance | 338.16 (cheque) |
| Kingsdale Projects | Grass cutting (May) | 3387.50 |
| Jo Burton | Temporary administration | 1172.60 |
| Salaries | May payments | 1084.30 |
| | | |
| Total Energies | Town Hall gas (March) | 1473.22 |
| Total Energies | Town Hall gas (June) | 706.53 |
| Total Energies | Town Hall electricity | 690.70 |
| BT | TIP phone | 71.18 |
| BT | Town Hall phone | 335.09 |
| Ionos 1&1 | Internet | 18.00 |
| | | |
| TOTAL | | 30586.06 |

RESOLVED: That the accounts be approved for payment

RESOLVED: That Cllrs Hill & Gerrie authorise payments

RESOLVED: That water & sewage services should be put on direct debit

51.1 To receive the Council's insurance renewal and consider if any amendments are required (Paper 2023/119)

RESOLVED: That the schedule appears to be correct but that the Town Hall contents should be increased to £60000

- 51.2 To receive requests for financial assistance from Bentham Community Primary School and agree a response (Paper 2023/128)

The Council had received 2 letters, one from the Bentham School Eco Committee requesting water butts and the second from the Assistant Headteacher requesting the purchase of road safety signs

RESOLVED: That the School Eco Committee be asked to provide more information, noting that this request is outside the Precept Grant request period and any donation will be limited to £50

RESOLVED: That the Council does not have the power to donate directly to a school and so is unable to contribute to road safety signs

- 51.3 To agree to give the **Internal Auditor full access** to the Council's Scribe accounts to enable completion of the internal audit

No Longer required

52. To consider the following Correspondence and to agree a way forward and/or a response: -

- 52.1 To receive notice that the Open Spaces Society has made an application to register Greta Wood as common land and requests the Council's support, and agree a response if any (Paper 2023/120)

As no map had been provided the Council was unclear as to the area referred to, but noted that some of this area is in private ownership and the rest leased by Bentham Common Lands Charity to The Woodland Trust

RESOLVED: That a request be made for a map of the area, and the Open Spaces Society be informed of the ownership arrangements of the area

- 52.2 To receive an update regarding the Pantomime posters and agree a way forward (Paper 2023/121)

RESOLVED: That Cllrs Adams and Marshall arrange a meeting with the donor

- 52.3 To receive a letter from Lords Antiques regarding the Coffin Trolley and agree a way forward (Paper 2023/122)

RESOLVED: That Lords Antiques be asked to arrange the sale of the coffin trolley

- 52.4 To receive an update regarding the Post Office use of Lower Bentham and agree a way forward (Paper 2023/123)

RESOLVED: That the Post Office be asked to use Low Bentham in the addresses of Hillside Road

- 52.5 To receive a letter regarding loss of access in Banks Way, and agree a response (Paper 2023/124)

It was noted that the situation has been complicated by the closure of Craven District Council with all planning reverting to North Yorkshire Council. The Council agreed that it should support the resident's claim and that the access should be reinstated. The Council will write to NYC acknowledging long term use of the access prior to the development and noting that other residents have had their access maintained.

RESOLVED: That the Council write to NYC Planning in support of the resident pointing out that the accesses to the rear of Banks Way have been used for many years and that those of other residents have been maintained.

- 52.6 To receive a response from Bentham Auction Mart re auction traffic (Paper 2023/127)

Received and noted that the problem will be discussed at the next Directors meeting

- 52.7 To note the Annual Craven Branch meeting of YLCA is on June 19 at 7pm at Emsay Village Institute, and agree attendance if any

Cllr Marshall, the Council rep is unable to attend so Cllr Adams will go in his place

RESOLVED: That Cllr Adams will attend if possible

53. To Receive Reports from Councillors who represent the Council on other bodies (for information only) - If any.
Cllr Marshall announced that a new resident will be moving into the Alms Houses

54. Items for next meeting and minor items for information only.

The accounts require signing off by the end of June

55. Date of next meeting.

19 June – to sign off accounts plus planning if required

The public part of the meeting closed at 9.02pm

56. 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 item 57 to 58 are considered: -
RESOLVED: That the press and public are excluded from the meeting
57. To consider items of correspondence received regarding the Community Youth Building (if any) and agree a way forward. (Papers 2023/125 &126)
The Council had received information of an auction in July, but agreed to postpone putting the CYB into this to allow The Hub time to sort their status and make an offer on the property.
RESOLVED: That the Council hold off putting the CYB up for auction at this time
RESOLVED: That the date of the next auction be ascertained
RESOLVED: That a letter be sent to The Hub explaining the current state of play with the building and explaining that it will be put up for auction in August or beyond, but that they will be able to make an offer (in writing) at any time prior to the auction date
58. To receive an update on the Clerk's Vacancy and the Clerk's Computer, if any
The problems with the old computer have not been resolved. A diagnosis fee of £250 is required to see whether anything can be recovered
RESOLVED: That the hard drive be returned to the Council for safe keeping without diagnosis
Both applicants have been interviewed for part time working
RESOLVED: That both applicants be offered positions on the LC2 pay band
RESOLVED: That the Council would like the office manned Monday-Thursday from 9.30am until noon

There being no further business the meeting closed at 9.35pm