

MINUTES of the Council Meeting held on Monday 2nd
October 2023, at 7.30pm-in the Lower Hall, Bentham Town
Hall

Cllr Ryan Taking Minutes

Present: Cllrs Hill (Deputy Chair), Jones, Marshall, Paige, Ryan and Stannard.

Two Bentham News reporters and no other members of the public present.

147. **Apologies** from members unable to attend: -

Cllr Adams, Gerrie and Burton

147.1 To note apologies for absence given in advance of the meeting.

Cllr Adams, Gerrie and Burton

147.2 To consider acceptance of reasons for absence – if consideration of reason requested.

None

148. **Declaration of Interest:**

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

None

148.2 To Approve Dispensation Requests – if dispensation request received.

None

149. **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. (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).

None

150. To confirm the Minutes of the meeting on 14 August 2023 (Paper 2023/190)

RESOLVED: That the minutes of the meeting on 14 August 2023 are agreed and signed

151. To confirm the Minutes of the previous meeting on 4 Sept 2023 (Paper 2023/191)

RESOLVED: That the minutes of the meeting on 4 September 2023 are agreed and signed

152. To receive the Police Report & allow members to ask questions for information.

Received – see email.

153. To receive a Report from County Councillor (for information only)
No Report
154. To receive an update on the 2024 Calendar and any progress made.
Received: 2024 Calendar for sale in Bentham Hub and Bentham Tourist Information Office.
Resolved: Cllr Jones to organise payment to last year's calendar beneficiary.
155. To consider and comment upon New Planning Applications.
- 155.1 ZA23/25342/FUL - Construction of concrete slurry store with industrial fabric cover at Waterscales Farm, Greystonegill Lane, High Bentham, Lancaster, LA2 7AL,
Resolved: That the council has no comments on this application.
- 155.2 To receive Planning Decisions:
- 155.2.1 ZA23/25242/HH - New single storey rear extension to replace existing conservatory 17 Holme Park, High Bentham, Lancaster, LA2 7ND,
- 155.2.2 ZA23/25081/LBC Repairs to existing timber conservatory at Grove Hill House, 23 Station Road, High Bentham, Lancaster, LA2 7LH,
- 155.2.3 ZA23/25221/TPO Various tree works as per the attached report at Bowland View, Scholars Rise, High Bentham, Lancaster, LA2 7FS,
- See Clerks Report
Received
156. **Highway Matters**
- 156.1 To receive an update on on-street parking issues (Paper 2023/181)
Cllr Marshall wrote to Parking Services at North Yorkshire Council and requested a presence of the parking enforcement officers. It was confirmed, that there has been a presence over the last two weeks. Cllr Marshall will ask that their presence continues.
Resolved: Item to remain on the agenda for next meeting.
- 156.2 To receive an enquiry re solar panels at Millar's Ford (Paper 182)
Resolved: Cllr Stannard to write back to Mr. Oliver with suggestions.
- 156.3 To receive further information on the Local Bus Services (Paper 2023/183)
Cllr Gerrie provided a written update with regards to the amount of organisations he had contacted and that there was still no progress.
Resolved: Cllr Jones will approach Lancashire County Council transport.
To keep on the agenda for next meeting.
To thank Cllr Gerrie.
- 156.4 To Consider and Note Highway Matters for Information. If any (Councillors can comment on any minor Highways issues currently causing concern)
Resolved: Cllr Marshall will write to Highways and request that white and yellow lines be refreshed in High and Low Bentham.

Resolved: Cllr Marshall will arrange for branch of a tree on Mewith Lane to be trimmed back.

157. To agree the Accounts for Payment.

To	For	Amount
Kingsdale Projects	Grass Cutting	£ 3,465.00
Citron	Town Hall (TH) Hygiene	£ 30.53
Blachere Illumination	Christmas Lights	£ 118.80
ADC	TH front door service	£ 212.40
PKF LittleJohn	Audit	£ 504.00
Royal British Legion Industries	Christmas Lights	£ 350.00
HB Plumbing and heating	TH Windows Project Plumbing services	£ 981.60
PAYE		£ 96.51
Strammondgate Press	2024 Calendar printing	£ 1,280.40
Part 2 precept grants		
Bentham Playing Fields		£ 2,000.00
Goodenber Road Play Area		£ 720.00
Bentham Bonfire		£ 1,000.00
Wages		£ 961.24
		£ 216.72
Direct Debits		
Total Energies	Electricity	£ 455.35
Total Energies	Electricity	£ 362.33
Swalec	Electricity	£ 103.48
North Yorkshire Council	TH – Waste collections	£ 58.38
Water Plus	TH - Water	£ 76.85
Nest	Pensions	£ 33.13
1&1 internet	Internet services	£ 18.00

Resolved: Approved

Resolved: Cllrs Hill and Marshall to authorise the payments

157.1 To look at the Councillor Training and decide on a way forward (Paper 2023/185)

Resolved: To go ahead with training planned for Thursday 29th February 2024 via Zoom meeting. To request Cllr Gerrie to confirm.

157.2 To complete actions required under the external audit (Paper 2023/186, a, b & c)

Resolved: The Audit and extra paper to go on the Website.

157.3 To make arrangements for the 2023/4 internal audit.

Resolved: Council will recommend three different organisations and request quotes.

To consider quotes at next meeting.

158 To discuss the arrangements for Precept 2024 – Grant applications.

Resolved: Grant application form to be updated with closing date of 30th November 2023. Enable grant application to be available to complete online and to email to town clerk.

Grant application and guidance to be made available on website as soon as possible.

Publicise availability via website, Facebook page, Bentham News and word of mouth.

159. To consider the following Correspondence:

159.1 Request to attend The Rite of Institution and Induction of Reverend Canon Peter Greenwood to the Ingleborough Team Ministry on Thursday 26th October 2023 7pm in St John the Baptist Church, Low Bentham (Chairman unavailable)

Resolved: Cllr Hill and Paige to attend.

159.2 Statutory notice re Hackney Carriages (paper 2023 / 188)

Resolved: Notice received.

160. To discuss Town Hall matters

160.1 Replacement oven (Papers 2023/184, a, b & c)

Resolved: Council considered similar providers and decided to purchase the Oven from Pro Laundry and Catering services. Council to ensure the oven/stove to be replaced as soon as possible to enable public use for events. Cllr Hill will organise.

160.2 Stannah lift report – Auto dialler fault (Paper 2023/187)

Resolved: Recommendations are noted. Cllr Stannard to organise an appropriate system.

160.3 To receive an update on the Ballroom window project.

Resolved: Cllr Marshall to ask Thomas Brown to rehang curtains.

161. To discuss arrangements for electricity supply (Papers 2023/189 & a)

Unresolved: To remain an Agenda item, it is noted that the end date for the contract is 2024/25, to refer to chairman for further advice.

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

Cllr Stannard reported that Bentham is having a Bonfire and Fireworks display on 28th October 2023. Wristbands are on sale in the town.

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

None

164. Date of next meeting.

Monday 6th November at 19:30, Full Council meeting.

165. 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 166 & 167 are considered: -

Resolved: That the Press and Public be excluded from the meeting.

166. To further discuss / receive an update the sale of the Community Youth Building and the completion of any necessary paperwork.

Resolved: Cllr Marshall to contact David Park.

167. To further discuss the Clerk's Vacancy.

Resolved: Carrie Pillow will start with immediate effect self employed at 7.5 hours per week to cover the account side of the Town Clerk role.

Claire Burrows to be contacted as soon as possible to meet in town hall for basic induction.

Cllr Ryan to share most recent template for contract of employment for clerk.

There was no further business the meeting closed at 21:00