



# BENTHAM TOWN COUNCIL

Town Clerk:  
Bentham Town Hall, Station Road,  
Bentham, Lancaster LA2 7LH

Tel/Fax: 015242 62587  
Email: [townclerk@benthamtowncouncil.co.uk](mailto:townclerk@benthamtowncouncil.co.uk)

28<sup>th</sup> December 2023

**There will be a Meeting of Bentham Town Council on **Thursday 4<sup>th</sup> January at 7:30pm** in the Lower Hall of Bentham Town Hall. The Public and Press are invited to attend.**

**The Press and Public may not speak when the Council is in session, but they may make points during the “Comments and Concerns” item on the agenda below.**

**Background papers are available for viewing by appointment before the meeting. They will be circulated to Councillors in the days before the meeting.**

## AGENDA

- 211. **Apologies** from members unable to attend: -
  - 211.1 To Note Apologies for absence given in advance of the meeting.
  - 211.2 To consider acceptance of reasons for absence – if consideration of reason requested.
- 212. **Declaration of Interest:**
  - 212.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
  - 212.2 To Approve Dispensation Requests – if dispensation request received.
- 213. **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).
- 214. **To confirm the Minutes** of the meeting on Monday 4<sup>th</sup> December 2023
- 215. **To receive the Police Report** & allow members to ask questions for information - If any.
- 216. **To receive a Report from County Councillor** (for information only) - If any
- 217. **To receive a report from the Public Safety Officer** if available
  - 217.1 To consider arrangement for ongoing defibrillator maintenance. (Pads expiry date Jan 2025.)

218. **To consider and comment upon New Planning Applications.**
- 218.1 2022/24482/OUT outline application for residential development with all matters reserved except for access, Land East of Butts Lane, High Bentham, Lancaster, LA2 7AE (25.12.23 extended to 7.01.24)
  - 218.2 ZA23/255442/VAR application to remove condition 2 (Motor Vehicle Repair) of planning permission 08/2007/7045 granted 1 Mar 2007, The Rollershed, Butts Lane, High Bentham, LA2 7JZ (25.12.23, extended to 7.01.24)
  - 218.3 ZA23/25356/FUL Change of use from commercial to residential to convert bakehouse into 2 one bedroom flats WITHDRAWN
  - 218.4 ZA23/25522/FUL Change of use of land for the siting of 6 additional static caravans, Riverside Caravan Park, Slaidburn Road, High Bentham, Lancaster, (22.12.23, circulated)
  - 218.5 ZA23/25523/FUL change of use of land for the installation of ground mounted solar PV arrays and associated works, Field to North of Riverside Caravan Park, Slaidburn Road, High Bentham, Lancaster, (22.12.23, circulated)
  - 218.6 ZA23/25557/FUL Re-surface parking area, Low Bentham Public Hall and Victoria Institute, Main Street, Low Bentham, Lancaster, LA2 7BX (4.01.24)
  - 218.7 NY/2023/0120/COU Change of use from a private garden to Educational use the Bentham Community Primary School.
  - 218.8 ZA23/25514/FUL Change of use of land for the installation of ground mounted solar PV arrays. Bentham Golf Course, Robin Lane, High Bentham, Lancaster, LA2 7AG (12.01.23)
  - 218.9 ZA23/25515/FUL Change of use of land for the siting of lodge style caravans, including 1no. warden's lodge and 1 no. greenkeeper's lodge Bentham Golf Course, Robin Lane, High Bentham, Lancaster, LA2 7AG (12.01.23)
  - 218.10 ZA23/25455/TPO G1- 5 Ash tress on edge of wood fell to ground level because they are over caravans and have ash die back, S1 - Sycamore on edge of wood fell to ground level because it is over caravans and has server squirrel damage and the top has died, A1 -Ash dead ash to felled to ground level Goodenbergh Caravan Park, Ravens Close Brow, Low Bentham, Lancaster, LA2 7EU (granted)
219. **Highway Matters**
- 219.1 To further discuss the presence of Japanese Knot weed at Mill Lane B-I-L, to consider the payment of instalments or in full payment.
  - 219.2 To receive an update on street lights – Green Lane Low Bentham, Duke Street lighting.
  - 219.3 To Consider and Note Highway Matters for Information. If any (Councillors can comment on any minor Highways issues currently causing concern)
  - 219.4 Update on the fly tipping on Tatterthorn Lane; the rubble belongs to the owner of the barn, he will move this soon to be used elsewhere.
  - 219.5 To consider approaching Network Rail as the Council to request to clear ditch on land causing flooding; Holmes Farm, Low Bentham, LA2 7DE
220. **To agree the Accounts for Payment.**
- 220.1 To note the balance for the bank.
  - 220.2 To note the pre-agreed contractual payments.
  - 220.3 To approve the payments.
  - 220.4 To approve the Precept and budget presented by Finance Committee.
  - 220.5 To agree payment of A Chappell for Poppy Wreath, £25.00
  - 220.6 To consider Internal Auditors quote for 2023/2024

221. To **receive an update on the arrangements** to hold a Market
222. To **consider purchasing defibrillator**:
- |       |  |          |
|-------|--|----------|
| 222.1 | Defib and Internal Wall Bracket            | £775.00  |
|       | Defib and Internal Cabinet with door alarm | £825.00  |
|       | Defib and external heated unlocked cabinet | £1195.00 |
- 222.2 Playing fields have a defibrillator in their club house, **to consider externally mounting this.**
223. To **consider the following Correspondence**:
- 223.1 Update on Royal Mail address change for Low Bentham, is Bentham Town Council officially responsible for the issuing of building names, numbers and street names to properties? If not, confirmation from the Name and Numbering department of the LA.
- 223.2 Chief Executive's Bulletin - No Council Tax Referendum in 2024/2025
- 223.3 To receive the update from Collingwood and Longstaffe's Charity, removal of the need for a CofE representative on the board of trustees.
- 223.4 To consider allowing member of the public to fix a small plaque on a Council owned bench in memory of Mary Harrison of Leeward House, Near Primary School.
- 223.5 To receive the information that North Yorkshire Police has had their Cause of Concern lifted by His Majesty's Inspectorate.
224. To discuss **Town Hall** matters
- 224.1 To consider the replacement of mugs.
- 224.2 To consider the fixing of the broken shelving area within the Ballroom serving counter.
- 224.3 To consider the re-corking of the notice board outside of the Town Hall.
- 224.4 To consider the service quote of the Fire Shutter from Keldrigg Shutters and Grilles.
- 224.5 To consider the BES inspection date 31<sup>st</sup> January 2024
225. To **discuss matters in relation to** the Town Clerk position
- 225.1 Town Clerk to take on responsibility of Bentham Town Council's Facebook and Twitter.
226. To **receive an update** on the Bentham Masterplan and decide on a course of action, if required
227. To receive **reports from Councillors** who represent the Council on other bodies (for information only) - If any.
228. Items for **next meeting and minor items for information** only.
229. Date of **next meeting**.

Claire Burrow  
 Town Clerk, Bentham  
 28<sup>th</sup> December 2023