



BENTHAM TOWN COUNCIL

Town Clerk:
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Wednesday 31st January 2024

There will be a Meeting of Bentham Town Council on Monday 5th February 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

230. **Apologies** from members unable to attend: -
- 230.1 To Note Apologies for absence given in advance of the meeting.
 - 230.2 To consider acceptance of reasons for absence – if consideration of reason requested.
231. **Declaration of Interest:**
- 231.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
 - 231.2 To Approve Dispensation Requests – if dispensation request received.
232. **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).
233. To **confirm the Minutes** of the meeting on Thursday 4th January 2024
234. To **receive the Police Report** & allow members to ask questions for information - If any.
235. To **receive a Report from County Councillor** (for information only) - If any
236. To **receive a report from the Public Safety Officer** if available
- 236.1 To consider arrangements for a named person for the ongoing defibrillator checks of the four units.

237. **To consider and comment upon New Planning Applications.**
- 237.1 To consider names for Bentham Bank Head (Lakeber) proposed site, names suggesting are; Bluebell Bank, Laburnum Crescent or Gavel Bank
- 237.2 ZA23/25542/VAR Application to remove condition 2 (Motor Vehicle Repair)
GRANTED
- 237.3 ZA23/25496/HH Installation of natural swimming pool and infrastructure
GRANTED HOUSEHOLDER PERMISSION
- 237.4 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)
GRANTED
- 237.5 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)
GRANTED
- 237.6 2023/24814/VAR Application for variation of condition no3 (CDC Materials) 5 (CDC SDCS and 6 (CDC Landscaping) to approved planning application referenced 2020/22363/FUL
GRANTED
- 237.7 ZA24/25673/ADV 2no replacement painted timber sign boards illuminated by 2no replacement 50mm diameter low energy LED trough lights to front elevation. 4no replacement low energy LED flood lights at eaves level to front elevation, Brown Cow (former Coach House Hotel), Main Street, High Bentham, Lancaster, LA2 7HE, (20thFEB)
238. **Highway Matters**
- 238.1 To consider parking comments from member of public in Low Bentham.
- 238.2 To consider removal of yellow roads lines near Ashfield Dental Practice from member of public and comments on insufficient parking within Bentham.
- 238.3 To consider a course of action regarding the green bench installed on Station Road.
- 238.4 To consider the quote for street lighting on Dukes Street using pre-existing electrical supply.
239. **To agree the Accounts for Payment.**
- 239.1 To note the balance for the bank.
- 239.2 To note the pre-agreed contractual payments.
- 239.3 To approve the payments.
- 239.4 To discuss non-action of £1500 grant to be moved from reserve to the Christmas Light fund, in Jan 2023 Precept Finance meeting;
- 279.12 Christmas decoration and uplights at Town Hall. **RESOLVED: To include £1,500 in budget out of reserves.***
240. To consider **opening a Bentham Town Council account at Huws Gray** for the future purchase of grit and other necessary materials for maintenance and upkeep.
240. To **receive an update on the arrangements** to hold a Market (if any)
241. To receive an update on the **Knotweed Removal** (if any)
242. To receive and update on the sale of the **Community Youth Building**: new owners advise the Council they will be putting in a planning application to make alterations to the building:
- 'Received confirmation that the solicitors are now engaged to move the sale towards completion, following registration of the Charity Interest Company.*
- The objective is to complete by the end of January, chasing North Yorkshire for the required Deed of Covenant.'*
243. To consider the following on **GDPR and data protection**:
- 243.1 The notice on the Town Hall has been removed as a breach of GDPR, to consider the installation of the new details of Councillors and members of staff.
- 243.2 To consider the details of Councillors held on the website, should their home addresses be available?

- 243.3 To note that Councillors, Town Clerk, RFO and Caretaker to use BCC when corresponding with third parties to ensure confidentiality.
244. To consider the following Correspondence:
- 244.1 To consider allowing members of the public to fix a small plaque on a Council owned bench in memory of Mary Harrison of Leeward House, Near Primary School, according to the benches policy.
 - 244.2 To consider City of Sanctuary using the Bentham Town Council logo on their leaflet.
 - 244.3 To note the Home Upgrade Grants available to North Yorkshire residents.
 - 244.4 To note the urban grass cutting increase payment from North Yorkshire County Council.
 - 244.5 To note the correspondence regarding the ongoing ditch flooding located outside of Low Bentham, Network Rail been contacted, still flooding due to debris from tree felling.
 - 244.6 To note the correspondence from a member of the public regarding the change of use for garden near the Goodenber Play Area, concern about noise level, who to report to and the nesting of bats.
245. To discuss **Town Hall** matters
- 245.1 To consider the correspondence from Bentham Youth Club concerning a booking last year, request for refund or reduction for future coffee mornings.
 - 245.2 To consider repairs and maintenance to the exterior of the Town Hall, loose slates and a small self-seeded tree growing out of an extractor vent.
 - 245.3 To consider repair of the Town Hall window upper hallway, due to water damage.
 - 245.4 To consider removing the Town Clerk's Office from the available room hires at the Town Hall due to confidentiality/data protection.
 - 245.5 To consider fitting child safety locks to the cupboards under the stage.
 - 245.6 To consider updated the Town Hall hire agreement.
 - 245.7 To consider the replacement of the automatic door battery, call out charge is £145.00 for the first hour.
 - 245.8 To consider the installation of a socket in the clock tower rather than run off an extension lead and light under the stage area is not working.
 - 245.9 To consider placement of old pantomime framed posters, away from direct sunlight.
 - 245.10 To consider purchasing of vacuum insulated jugs according to quotes.
 - 245.11 To consider the gas safety checks of the grill and extractor, oven is newly purchased, approximately £304.00 excluding VAT.
246. To consider Spring **planting of the planters** at School Hill, Robin Lane and the continuing upkeep over Spring/Summer.
247. To note the piece for the Bentham News.
248. To **receive an update on the Bentham Masterplan** and decide on a course of action, if required:
- Bentham Masterplan is in the hands of NYC Strategic development team, NYC are hoping to complete the publication of the plan by the end of February 2024 , and forward to NYC executive by March / April 2024 .*
249. To consider repairing the footbridge on the Heritage Trail, Gill Brow Wood, two slats have rotted away.
250. To receive **reports from Councillors** who represent the Council on other bodies (for information only) - If any.
251. To consider Co-Option of new Councillors for two vacancies.
252. Items for **next meeting and minor items for information** only.
253. Date of **next meeting**.

Claire Burrow
Town Clerk, Bentham
Wednesday 31st January 2024