

MINUTES of the Council Meeting held on
Monday 4th December, at 7.30pm – in the Lower Hall,
Bentham Town Hall

Present: Cllrs Adams, Burton, Gerrie, Hill, Paige, Ryan, Stannard and Taylor.

190. To Appoint Claire Burrow as Town Clerk and Proper Officer of the Council
RESOLVED

191. Apologies from members unable to attend: - **Cllr Marshall**

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

Cllr Jones has resigned from his post as Councillor. Council noted their official thanks of all his time and efforts in his role. Two vacancies now.

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

192. Declaration of Interest:

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

None

192.2 To Approve Dispensation Requests – if dispensation request received.

None

193. 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

194. To confirm the Minutes of the meeting on 6 Nov 2023 (Paper 2023/209)

RESOLVED – MINUTES OF MONDAY 6TH NOVEMBER AGREED AND SIGNED CLLR PAIGE and CLLR GERRIE

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

RECEIVED Appendix 1

196. To receive a Report from County Councillor (for information only) - If any

NONE RECEIVED

197. To receive a report from the Public Safety Officer if available

Craig Lyon present to report that he would be stepping down as the PSO in the area and that a replacement from Settle will soon take this role. Official thanks from Councillors. Craig Lyon is hoping to take the role as the Line Manager.

198. To consider and comment upon New Planning Applications.

198.1 ZA23/25455/TPO G1-5 Ash trees on edge of wood, fell to ground level S1- sycamore on edge of wood, fell to ground, A1 Ash dead, fell to ground at Goodenbergh Caravan park, Ravens Close Brow, Low Bentham. (Consultation period lapsed) (paper 2023 / 210)

Consultation period lapse therefore no comment

198.2 ZA23/25496/HH Installation of natural swimming pool and associated infrastructure, The Wenning, Station Road, Bentham (paper 2023 / 217)

RESOLVED – no comments

198.3 2022/24458/OUT Outline application for up to 27 dwellings with all matter reserved except for access Land South of Low Bentham Road, High Bentham, Lancaster, LA27BP (paper2023/221)

RESOLVED – Councillors queried the speed limit in the area, Unanimous ACTION – comment through online portal ‘Council have no objections but wishes that the 30mph zone is extended to include the access into the site’

198.4 To receive Planning Decisions: 198.4.1 ZA23/25342/FUL –Construction of concrete slurry store at Waterscales Farm, Bentham – GRANTED

RESOLVED

198.4.2 ZA23/25376/VAR - Application to vary condition no 2 (Approved plans etc. (CDC)) of planning approval referenced 2021/22740/FUL at Barn, High West End, Cross Lane, Low Bentham, Lancaster, LA2 7ES - GRANTED

RESOLVED – ACTION – to circulate planning applications received after the agenda deadline.

199. Highway Matters

199.1 To further discuss the presence of Japanese Knot weed at Mill Lane B-I-L (paper 2023/211)

RESOLVED Proposed the 10 year herbicide management plan was unanimously accepted. Clerk to proceed.

199.2 Consider arrangements for snow ploughing (paper 2023/215)

RESOLVED – no action to be taken on snow ploughing

199.3 To receive an update on street lights – Green Lane Low Bentham

NONE

199.4 To Consider and Note Highway Matters for Information. If any (Councillors can comment on any minor Highways issues currently causing concern)

RESOLVED the council approved the purchase of grit up to the budget of £1000 as and when required ACTION Clerk to liaise with Kingsdale Projects Thomas Brown

NOTED Fly tipping on Tatterthorn Road, near Faraday’s Farm. ACTION Clerk to report online.

200. To agree the Accounts for Payment.

Voucher No	Date	Supplier	Total	Payment Ref	Net	VAT	Cashed Date	Invoice Date	Invoice/Ord	Description
195	20.11.2023	Scribe	£716.40	To Approve	£597.00	£119.40	06.12.2023			Bookings Software
196	27.11.2023	Carrie Pillow (Elker Bookkeeping)	£960.00	To Approve	£960.00	£0.00	06.12.2023			RFO
214	06.12.2023	Riverside (Riverside)	£949.12	To Approve	£790.93	£158.19				Water Heater
201	27.11.2023	Staff Salaries	£1,177.96	Salaries to Note	£1,177.96		06.12.2023			Salary
148	21.12.2023	North Yorkshire County Council	£58.38	DD to Note	£58.38	£0.00		05.04.2023	70135804877	Trade Waste
197	27.11.2023	SSE SWALEC Unmetered Supply	£96.72	DD to Note	£92.11	£4.61	30.11.2023			Unmetered Electric Supply
198	19.11.2023	1&1 Ionos	£18.00	DD to Note	£15.00	£3.00	06.12.2023	20.11.2023	203039156977	Internet
199	19.11.2023	BT Town Hall (BT)	£301.79	DD to Note	£251.49	£50.30	04.12.2023	20.11.2023	Q07778	Telephone
200	19.11.2023	BT Town Hall (BT)	£51.62	DD to Note	£43.02	£8.60	06.12.2023	22.11.2023	Mo7779	Telephone
203	21.11.2023	Total Energies (Total Energies)	£480.76	DD to Note Need Inv	£457.86	£22.90	29.11.2023			Electricity at Town Hall
204	30.11.2023	Business Stream Water Supply	£17.02	DD to Note	£17.02	£0.00	06.12.2023	17.11.2023	3744946	Water
205	30.11.2023	Business Stream Water Supply	£47.26	DD to Note	£47.26	£0.00	06.12.2023	17.11.2023	3737993	Water
212	04.12.2023	Total Energies (Total Energies)	£710.19	DD to Note	£676.37	£33.82		04.12.2023	3006723896	GAS
213	03.12.2023	Waterplus Waste water bill Town	£81.99	DD to Note	£81.99	£0.00				Waste Water
215	06.12.2023	NEST (NEST)	£33.13	DD to Note	£33.13	£0.00	06.12.2023			Pension Contribution

RESOLVED Cllr Gerrie and Cllr Burton to approve payments and noted the ongoing Direct Debits.

To note balance of bank.

**Deposit account - £60,000
Current account - £45843.41**

200.1 To discuss any outstanding invoices 2023/218

RESOLVED Cllrs to follow up certain invoices. ACTION Clerk to check the diary against the bookings on SCRIBE.

200.2 To discuss budget and provisional precept for the NYC 2023/219

RESOLVED proposal of finance meeting Monday 18th December 7:30 was approved.

200.3 To reconsider purchasing the additional cemetery module for Scribe

RESOLVED not to purchase the module as small amount of burials, Cllr Hill to continue with cemetery burials.

200.4 To consider arrangements for the 2023/4 internal audit if available

RFO still researching.

201. To receive an update on the arrangements to hold a Market

NONE

202. To consider the following Correspondence:

202.1 Update on Royal mail address change for Low Bentham

RESOLVED – The Council approved Royal Mail contacted to change

202.2 To discuss arrangement for ongoing defibrillator maintenance Craig Lyon (paper2013/220)

ACTION to find someone to caretake the defibrillators, Cllrs questioned could new PSO take on this role. Craig Lyon to contact. Cllrs questioned the expiration dates on pads ACTION to order new pads for defibrillators.

202.3 Discuss arrangements for additional defibrillators (paper 2023/212)

RESOLVED Cllrs requested to enquiry of price of new defibrillator for the Playing Fields. ACTION – request price for one and approach the Playing Field.

202.4 Arrangements and consultation on HWRC (paper 2023/213andb)

RESOLVED ACTION to place on Facebook, website and pass onto Bentham News, Cllr Adams to fill in the consultation form.

202.5 NYC Planning policy - Statement of community involvement (sent by email for info only)

RECEIVED

202.6 Polling district review (paper 2023/214)

RECEIVED Information only

203. To discuss Town Hall matters 203.1 – Discuss the replacement of fire call points

RESOLVED to replace, ACTION to request Howsons ltd to replace points and clock socket.

203.2 – To consider replacement water Boilers for the lower hall and Wenningdale rooms (papers 2023/216a&b) quotes received Wenningdale £335.99 Lower Hall Kitchen £444.99

RESOLVED to replace, ACTION to purchase.

203.3 – To arrange for their fitting if approved

ACTION Clerk to request fitting.

204. To Discuss matters in relation to the Town Clerk position

204.1 Mobile phone contracts

RESOLVED ACTION Cllr Stannard to investigate mobile phone contracts.

205. To Receive an update on the Bentham Masterplan and decide on a course of action if required

RECEIVED The publication of the masterplan is now being progressed by NYC after some considerable delay and communication. An email was received that suggested that this would now be completed by the end of the first quarter of 2024. The council agreed to write to NYC thanking them for the news and if an update could be provided mid-February to the council.

206. To receive Reports from Councillors who represent the Council on other bodies (for information only) - If any.

Cllr Ryan noted a Bentham Older People meeting at the Low Bentham Institute on Wednesday 17th January 2024.

Cllr Adams will update on the Goodenber Play Area next meeting as there was a clash with the Council meeting.

Cllr Adams informed of the LASRUG meeting, discussions of recent train strikes, noted that people with a Railcard will have cheaper journeys to Leeds and Lancaster using the Winter Railcard scheme, ticket offices – Carnforth station and news items.

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

Lights for Duke Street.

Open Spaces meeting in January – tree pruning, commemorate HM Queen

Tiles on the front of the Town Hall

Notice board re-corking.

208. Date of next meeting.

Finance meeting:

Monday 18th December 2024

Full Council meeting:

Monday 8th January 2024

Meeting closed at 9:03pm

Gareth Adams & Claire Burrow Chair & Clerk 29/11/23