

BENTHAM TOWN COUNCIL



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

Tel/Fax: 015242 62587
Email: townclerk@benthamtowncouncil.co.uk

10th February 2021

There will be a Meeting of the Bentham Town Council on 15th February 2021 at 7.00 pm – to be conducted remotely.

(Please can everybody participating log in at 6.50 pm at the latest so that any connection problems can be resolved and the meeting can start promptly at 7.00 pm. Thank you.)

**ANYBODY WISHING TO ATTEND, PLEASE EMAIL THE TOWN CLERK AT
townclerk@benthamtowncouncil.co.uk
FOR AN INVITATION PROVIDING JOINING DETAILS AND INSTRUCTIONS.**

The press and public may not speak when the Council is in session, but they may make points during the 'comments & concerns' item on the agenda.

10/02/2021
Christine Downey
(Clerk/RFO)

AGENDA

279. **Apologies** from members unable to attend: -
279.1 To Note Apologies for absence given in advance of the meeting.
279.2 To consider acceptance of reasons for absence – if consideration of reason requested.
280. **Declaration of Interest:** -
280.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
280.2 To Approve Dispensation Requests – if dispensation request received.
281. 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)

282. To **Confirm the Minutes** of the previous meetings on 1st February 2021. (Paper 2021/16)
283. To receive the **Minutes of the Finance Committee** of 5th January 2021. (Paper 2021/17)
284. Planning: -
284.1 To consider and comment upon **New Planning Applications**: -
284.1.1 **2020/22365/FUL** Application for use of land as a caravan park on a year-round basis. At Riverside Caravan Park, Wenning Avenue, High Bentham, Lancaster, LA2 7FJ.
284.1.2 **2021/22390/FUL** Retention of existing general purpose agricultural building (retrospective) and construction of an agricultural building for sheep housing and fodder storage. At Burton Meadow Barn, Burton Road, Low Bentham, Lancaster, LA2 7ET.
285. To discuss the position regarding the **gritting of pavements** and to agree a way forward. (Paper 2021/18)
286. To consider the draft response to the **“Right to Regenerate” consultation** and agree a way forward. (Paper 2021/19)



288. Items for next meeting **and minor items for information only**.
289. Date of next meeting; **1st March 2021**.

A handwritten signature in cursive script that reads "Downey".

10/02/2021
Christine Downey
(Clerk/RFO).



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10th February 2021

There will be a Meeting of the Bentham Town Council Buildings Maintenance Committee on 15th February 2021 at 7.30 pm – to be conducted remotely.

**ANYBODY WISHING TO ATTEND, PLEASE EMAIL THE TOWN CLERK AT
townclerk@benthamtowncouncil.co.uk
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10/02/2021
Christine Downey
(Clerk/RFO)

AGENDA

BM11 Apologies from members unable to attend: -

- 11.1 To **Note Apologies** for absence given in advance of the meeting.
- 11.2 To consider acceptance of reasons for absence – if consideration of reasons requested.

BM12 Declaration of Interest: -

- 12.1 To **Note Declarations of Interest** not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
- 12.2 To Approve Dispensation Requests – if dispensation request received.

BM13 To approve **Minutes** of 20th July 2020. (Paper BM2021/01)

- BM14 To discuss **Town Hall Fire Risk Assessment** matters and agree a way forward: -
- 14.1 Width of exit doors from Wenningdale Room to car park to be discussed, and consideration to be given to widening them.
 - 14.2 To consider a quote for a fire shutter on the servery at Town Hall, from Keldrigg Shutters. (Paper BM2021/02).
 - 14.3 To review the position regarding other items on the fire risk assessment. (Paper BM2021/03)

BM15 **Town Hall:** -

- 15.1 To agree a way forward re annual service of gas appliances. (Paper BM2021/04)
- 15.2 To consider the response to the request for a quote from Harrison & Cross for the recommended electrical improvements, and to agree a way forward. (Paper BM2021/05)
- 15.3 To review the Lift Inspection report of 3rd September 2020 and agree actions, if any. (Paper 2021/06).
- 15.4 To review the list of outstanding repairs and agree a way forward. (Paper BM2021/07)
- 15.5 To receive an update re the checklist of caretaker duties, if anything to report. (RESOLVED 20/07/2020: Cllr Hill to forward the draft checklist as a word document to Cllr Adams, who will allocate approximate times to the various items.)
- 15.6 To receive an update re quote for cherry picker to fix clock, if anything to report.

BM16 **Community Youth Building:**

- 16.1 To agree a way forward regarding the lack of a response from Mark Burrow regarding which work recommended by the electrical installation report has been completed.
- 16.2 To review the position regarding work recommended by the fire risk assessment and agree a way forward: -
 - 16.2.1 To consider a quote for installing fastenings that can be opened without the use of a key on fire door exits. (Paper BM2021/08)
 - 16.2.2 To consider a quote for repairing first floor breaches in wall. (Paper BM2021/08)
 - 16.2.3 Main gas supply within the store under the stairs – provide a notice for the fire brigade or inform the fire brigade of the location of the main supply isolator.
 - 16.2.4 Fire doors keep shut signs – place signs on doors as required.
 - 16.2.5 Are fire exit routes clearly marked – fit signs where necessary.
- 16.3 To review the list of outstanding repairs and agree a way forward. (Paper BM2021/09)

BM17 To receive and consider Minor items / items for next agenda.

BM18 Date of next meeting.



10/02/2021
Christine Downey
(Clerk/RFO)