

# BENTHAM TOWN COUNCIL



Town Clerk:  
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**16<sup>th</sup> June 2022**

**There will be a Meeting of the Bentham Town Council on  
Tuesday 21st June 2022 at 7.30 pm  
– to be conducted in the Ballroom at Bentham Town Hall.**

**All Town Council Meetings are open to the Public and Press.**

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.

*C Downey.*

16/06/22: Christine Downey: Clerk/RFO.

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## AGENDA

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

- 52.1 To Note Apologies for absence given in advance of the meeting.
- 52.2 To consider acceptance of reasons for absence – if consideration of reason requested.

53. **Declaration of Interest:** -

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

54. 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).

55. To **Confirm the Minutes** of the previous meetings on 6th June 2022. (Paper 2022/105)

56. To consider and comment upon **New Planning Applications**: -
- 56.1 2022/24027/FUL. Change of use of land to form a 5-pod holiday let development, the formation of a car parking area with improved access of Low Bentham Road, along with the installation of a foul water collection sump. Willentree, Low Bentham Road, Low Bentham, Lancaster, LA2 7BT.
  - 56.2 2022/24085/HH. New single storey rear extension to replace conservatory. Brentwood End Cottage, Main Street, Low Bentham, Lancaster, LA2 7BY.
  - 56.3 2022/24086/LBC. New single storey rear extension to replace conservatory. Brentwood End Cottage, Main Street, Low Bentham, Lancaster, LA2 7BY.
57. To sign and approve the **Annual Return**: -
- 57.1 To review the statement of internal control and the effectiveness of the system of internal control. (Papers 2022/106 and 2022/107)
  - 57.2 To receive the audit report from the internal auditor. (Paper 2022/108)
  - 57.3 To review the effectiveness of the internal auditor. (Paper 2022/109)
  - 57.4 To confirm that Carrie Pillow of Elkerlodge Bookkeeping be appointment as the internal auditor for the year 2022/23.
  - 57.5 To review and agree the council audit plan for 2022/23. (Paper 2022/110)
  - 57.6 To receive the Annual Internal Audit Report for 2021/22. (Paper 2022/111, page 3)
  - 57.7 To agree and approve the annual governance statement. (Paper 2022/111, page 4 – Section 1)
  - 57.8 To agree and approve the accounting statements. (Paper 2022/111, page 5 – Section 2)
58. To discuss the recent **break in at the Town Hall** and agree actions to be taken.
59. Items for next meeting **and minor items for information** only.
60. Date of next meeting.
61. 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 business, **that the public and press be excluded from the meeting**, whilst item 62 is considered,
62. To consider items of correspondence received regarding the **Community Youth Building** and agree a way forward. (Papers 2022/112 and 2022/113).

*C. Downey*

16/06/2022. Christine Downey. (Clerk/RFO).