

BENTHAM TOWN COUNCIL



Town Clerk:
Christine Downey
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28th April 2021

There will be a Meeting of the Bentham Town Council on 3rd May 2021 at 7.30 pm – to be conducted remotely.

(Please can everybody participating log in at 7.20 pm at the latest so that any connection problems can be resolved and the meeting can start promptly at 7.30 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.

28/04/2021
Christine Downey
(Clerk/RFO)

AGENDA

1. To **Appoint the Mayor** for the period 2021/2022.
2. **Apologies** from members unable to attend: -
 - 2.1 To Note Apologies for absence given in advance of the meeting.
 - 2.2 To consider acceptance of reasons for absence – if consideration of reason requested.
3. **Declaration of Interest:** -
 - 3.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
 - 3.2 To Approve Dispensation Requests – if dispensation request received.
4. 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)
5. To **Confirm the Minutes** of the previous meetings on 26th April 2021. (Paper 2021/75)
6. To **Appoint the Deputy Mayor** for 2021/2022.

7. To **Appoint Members to Committees and as Council Representatives** for 2022/2022.
 - 7.1 Committees:
 - 7.1.1 Buildings
 - 7.1.2 Finance
 - 7.1.3 Marketing
 - 7.1.4 Open Spaces.
 - 7.2 Council Representatives:
 - 7.2.1 Aid in Sickness
 - 7.2.2 Bentham & District Dementia Friendly Community (BDDFC)
 - 7.2.3 Bentham Area Refugee Support Group (BARSG)
 - 7.2.4 Bentham Christmas Lights Committee
 - 7.2.5 Bentham Common Land Charity
 - 7.2.6 Bentham Environmentally Sustainable Town (BEST)
 - 7.2.7 Bentham Playing Field Association
 - 7.2.8 Bentham Save A Life
 - 7.2.9 Bentham Youth Café
 - 7.2.10 Collingwood & Longstaffe
 - 7.2.11 Goodenber Play Area Association
 - 7.2.12 LASRUG
 - 7.2.13 Longstaffe Educational Foundation
 - 7.2.14 Looking Well/Bentham Community Library
 - 7.2.15 Patient Representative Group
 - 7.2.16 Victoria Institute
 - 7.2.17 YLCA Craven branch.
8. To review and/or confirm **Banking Arrangements:** -
 - 8.1 To confirm that the Clerk is the Responsible financial Officer.
 - 8.2 To review the bank account arrangements and mandate.
9. To Agree a **Provisional Timetable of Meetings** for the new Council Year. (Paper 2021/76)
10. To consider arrangements for the holding of council meetings and agree a way forward.
11. To consider arrangements for the **Annual Parish Meeting** and agree a way forward.
12. To receive the **Police Report** & allow members to ask questions for information - If any.
13. To receive a **report from the Public Safety Officer** & allow members to ask questions for information – if any.
14. To receive the **Clerks Report** (for information only). (Paper 2021/77)
15. To receive **Reports from CClr & DCllrs** (for information only) - If any
16. Planning
 - 16.1 To consider and comment upon **New Planning Applications**
 - 16.1.1 2021/22492/FUL. Extension of culverted stream and filling ground level to form an extension to the existing car park. Landscaping with native species trees and hedgerow. The Auction Mart, 3 main Street, High Bentham, Lancaster, LA2 7HF.
 - 16.1.2 2021/22681/FUL. Conversion of stables to new dwelling. At Stables, Fourlands, Low Bentham, Lancaster, LA2 7EX.

- 16.1.3 2021/22729/HH. First floor extensions to side and rear. At 10 Lakeber Avenue, High Bentham, Lancaster, LA2 7JJ.
- 16.2 To receive **Planning Decision** - If any (see Clerks Report)
- 16.3 To receive **Correspondence on Planning Issues** - If any (see Clerks Report)
17. Highways Matters: -
- 17.1 To discuss concerns about the threat to the B6480 from erosion of the field near to Ridding Lodge and to agree a way forward.
- 17.2 To discuss concerns about reduced visibility through the formerly open railings on the corner at Egerton Lodge and to agree a way forward. (Paper 2021/78)
- 17.3 To consider and note Highway Matters for information - If any (Councillors can comment on any minor Highways issues currently causing concern.)
18. To note the draft **minutes of the Finance Committee** meeting of 26th April 2021. (Paper 2021/79)
19. To agree the **Accounts for Payment**.
20. To Review the Council's **Standing Orders**. (Paper 2021/80)
21. To Review the Council's **Financial Regulations**. (Paper 2021/81)
22. To Review the **Terms of Reference for Committees**. (Papers 2021/XYZ to 2021/82)
23. To Review the Council's **Complaints Procedure**. (Paper 2021/83)
24. To Review the **Asset Register**. (Paper 2021/84)
25. To Review the Council's and/or staff **subscriptions to other bodies**. (Paper 2021/85)
26. To Review the Council's **Risk Assessment**. (Paper 2021/86)
27. To discuss the **Town Hall flag** and agree a way forward. (Paper 2021/87)
28. To consider and agree a response to the **consultation on remote meetings**. Deadline 17/06/2021. (Paper 2021/88)
29. To receive an update regarding the **2021 Calendar**. (Paper 2021/89)
30. To receive items of **correspondence for information only**: - if any
31. To Receive **Reports from Councillors** who represent the Council on other bodies (for information only) - If any.
32. Items for next meeting **and minor items for information only**.
33. Date of next meeting.



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(Clerk/RFO).