



BENTHAM TOWN COUNCIL

MINUTES of the Open Spaces Committee on Monday 28th October 2019 at 7.30pm in the Lower Town Hall.

- Present: Cllrs Bridgeman (Chairman), Burton, Faraday, Handford, Marshall and Swales; and the Clerk Christine Downey.
- OS45 To receive apologies from members unable to attend
None
- OS46 To Receive & Record any member's Disclosable Pecuniary Interest in relation to items on the agenda and to receive and decide members requests for DPI dispensations
None
- OS47 To approve the minutes of 10th September 2019
RESOLVED: That the minutes of the meetings on 10th September 2019 be agreed and signed.
- OS48 To receive an update re Street Lighting Programme
There has been a meeting with Peter Ball at Lairgill, where there are 3 lights that need to be updated to LED, and a new light to shine on the footpath approaching the row to be installed. It is proposed to keep the lights at Lairgill attached to the properties. As it is no longer proposed to install columns along the row there may be money left in the street lighting budget this year for work on Crowtrees Yard.
RESOLVED: Instruct Peter Ball to proceed with the Grasmere Drive work.
RESOLVED: To chase Peter Ball for bills for work done so far, and the estimate for Lairgill.
RESOLVED: To look at Crowtrees Yard with a view to pricing.
- OS49 To receive an update on the Open Spaces budget
Figures to date were circulated and discussed.
RESOLVED: The cost of any replacement or repairs to equipment at PHPF in the current financial year to come out of reserves.
- OS50 To discuss matters re PHPF
- 50.1 Risk assessment: -
- 50.1.1 To discuss if it's necessary for the annual review of the risk assessment to be performed by an outside periodically, and if so, how often
RESOLVED: No further action to be taken in the current financial year.
RESOLVED: Risk assessment to be conducted annually by Play Inspection Company starting from the financial year 2020/2021 – preferably to be done annually in April, before Easter.
- 50.1.2 To discuss cost implications
RESOLVED: Clerk to request a quote from Play Inspection Company for doing risk assessment for the next three years.
RESOLVED: The cost of an annual risk assessment to be included in an annual budget for the play area as from 2020/2021.
- 50.2 Position re inspections: -
- 50.2.1 Cable wire inspection – To agree what is necessary, who to perform and cost implications



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RESOLVED: That the inspection will be conducted in accordance with the recommendations from HAGS, i.e. “there will be a full inspection of the cableway from up high not from the ground – make sure all bolts still secure, check stops to make sure they haven’t moved and then check to see if the cable is sagging or not. “

RESOLVED: That the inspection will be conducted every two years in accordance with the manufacturer’s recommendations.

RESOLVED: Cllrs Marshall and Burton will perform the cable inspection.

RESOLVED: Clerk to give councillors Marshall and Burton a date for the cable inspection to be performed.

- 50.2.2 To receive an update re the annual inspection due 12/11/2019
Due date last year was 04/11/18 and performed 12/11/18.
Clerk has asked HAGS when it will be performed this year, no reply received yet.
- 50.3 Repairs and general play equipment maintenance to be considered
- 50.3.1 Rope section on climbing frame – to agree whether it should be replaced or monitored
RESOLVED: monitor.
- 50.3.2 To agree action required re two sections bent in at ground level on MUGA
RESOLVED: Clerk to instruct Thomas Brown to straighten section on MUGA.
- 50.3.3 To agree action re twisted links on Titan
RESOLVED: Cllrs Marshall and Burton to untwist the links.
- 50.3.4 To discuss annual clean of play equipment and safety surfaces, and cost implications
RESOLVED: To be done annually in the spring.
RESOLVED: Clerk to ask Thomas Brown to quote price for Spring 2020.
RESOLVED: The cost of an annual clean to be included in an annual budget for the play area as from 2020/2021.
- 50.4 To agree a procedure on finding a fault or defect
RESOLVED: On finding a fault the clerk will photograph the problem and circulate it to the Open Spaces committee for action.
- 50.5 Green bin – To agree on label
RESOLVED: Clerk to order the Printed A4 colour on Gloss Vinyl with a UV Laminate, 4 at £50.
- 50.6 To consider quote for new signs and adjustments to existing signs
RESOLVED: The cost of the signs (£530) to be included in the annual budget for the play area in 2020/2021.
- 50.7 Bolts too long on back of PH sign – to agree how to proceed
RESOLVED: Clerk to instruct Thomas Brown to saw them off with a hacksaw and then file down.
- 50.8 Fence: -
- 50.8.1 To agree a way forward for the new fence and gate on the side with pedestrian access
Cllr Taylor to liaise with Peter Heard if necessary, re metal gate.
RESOLVED: Clerk to ask Taylor Environmental Groundworks Ltd to submit a new quote, to include the cost a metal gate instead of wooden.
- 50.8.2 To agree a way forward for the repairs to the fence on the far side of field
RESOLVED: Cllr Marshall to order the parts.
RESOLVED: Cost to come out of the fence budget.
- 50.9 To discuss possibility of removing trees along the fence with the pedestrian gate in it
RESOLVED: Clerk to ask Craven DC Tree Protection Officer for advice and guidance.
- 50.10 To consider proceeding with the work to tidy up the woodland inside PHPF
RESOLVED: Clerk to ask Craven DC Tree Protection Officer for advice and guidance.
- 50.11 Floodlights – to consider applying for planning permission



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- An electric supply would be required before planning permission for floodlights applied for.
- The owner of the housing development had agreed to donate a bench to PHPF. It would be more useful if he could provide access to an electric supply to run floodlights.
- RESOLVED: Clerk to write to the owner of the housing development to ask if it possible to include in their electric scheme for the site, a supply to put floodlights in at MUGA.**
- 50.12 To discuss the need to include a sum for annual maintenance costs at PHPF in the budget next year, and in future years.
- RESOLVED: It was agreed to include a sum for annual maintenance costs at PHPF in the budget for 2020/2021 and subsequent years. Amount to be calculated.**
- OS51 To consider proceeding with the work to tidy up the boundary at the cemetery (tree through fence/hole in fence/overgrown shrubs and trees).
- RESOLVED: Clerk to instruct Thomas Brown to proceed with the work "To cut down and take away tree from south side of cemetery. £220.00".**
- RESOLVED: Clerk to instruct Thomas Brown to proceed with the work "To prune and remove trees from east side of cemetery. £160.00".**
- RESOLVED: Clerk to attempt to obtain three quotes for a new fence on south side of cemetery. (Try Taylor Environmental Groundworks, Hanafin & Son Ltd, and Brian Hewitt).**
- OS52 To discuss trees and agree a way forward re: -
- 52.1 Those that are obscuring light from street lights:
Discussed list of trees that are obscuring light from street lights compiled by Cllr Handford.
- RESOLVED: To ascertain who the property owner is in each case and obtain permission to proceed, where the street light is on private land.**
- RESOLVED: Cllr Handford and clerk to ascertain which affected street lights are on private land, and identify owner if possible.**
- 52.2 Two trees at the bottom of Lairgill, on opposite sides of the road junction with B6480, that need pruning. Next to fingerpost.
- RESOLVED: Clerk to email Craven about both trees, pointing out that they need doing and Bentham Town Council happy to do it.**
- OS53 To discuss condition of Heritage Trail markers and agree a way forward
In order to precept as a special project in 2020/2021 it needs somebody to walk the trails and report on exactly what needs doing.
- RESOLVED: Clerk to ask Kate Rowe of the footpaths group if she would be able to walk the trails with Cllr Swales, and report on the work required, with photographs, with a view to making the trail routes obvious.**
- OS54 To receive an update on benches position and consider whether to precept for replacements
Fourteen of the benches have been repaired and/or painted. Fourteen more have been identified as being beyond economical repair.
- RESOLVED: To precept for £665 per bench (Bench cost £5,819.02 x 1/14 = £415 + £250 for new concrete plinth, exactly the same as under Betty's bench at PHPF).**
- OS55 To discuss cleaning of Millennium Square before remembrance Sunday and to agree a way forward



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RESOLVED: Clerk to instruct Thomas Brown to proceed. Mention that it may need sanding after 11th.

OS56 To discuss the list of Open Space jobs not already covered
Permission is needed from the landowner to do anything about the trees that need pruning on The Narrows. Martin Denby works for Electricity North West and may know who to contact (07771 354 201).

RESOLVED: Clerk to call Martin Denby and ask if he knows who the landowner is.

OS57 To receive and consider minor items / items for the next agenda
None

OS58 Date of next meeting
Monday 9th December 2019.

There being no further business, the meeting closed at 9.00 pm.