



## BENTHAM TOWN COUNCIL

### MINUTES of the Council Meeting held on Monday 7<sup>th</sup> 2019, at 7.30 pm in the Lower Town Hall.

Present: Cllrs Adams, Bridgeman, Burton, Faraday, Handford, Hill, Marshall, & Wills. District Councillor Brockbank. The Clerk Christine Downey. Seven members of the public.

- 93 To Receive Apologies from members unable to attend  
Cllrs Stannard, Swales and Taylor. DCllr Handley. CCllr Ireton.
- 94 To Receive and Record any member's Disclosable Pecuniary Interest in relation to any items on the agenda and to receive and decide members requests for DPI dispensations  
None
- 95 To Receive Comment & Concerns  
A question was raised regarding parking problems at Harley Bank, Low Bentham and a "designated parking space". District Councillor Brockbank agreed to discuss the situation with the resident after the council meeting.
- 96 To Confirm the Minutes of the previous meetings on 2<sup>nd</sup> September 2019.  
**RESOLVED: That the minutes of the meetings of 2<sup>nd</sup> September 2019 are agreed and be signed.**
- 97 To present a cheque of the proceeds of sale of the 2019 Calendar to Age Concern  
A cheque for £1,409.25 was presented to Sue Halsall, Chairperson of Age Concern by Cllr Marshall, chair of Bentham Town Council. Mrs Halsall thanked the council.
- 98 To receive the Clerks Report (for information only) – see end of these minutes
- 99 To receive the Police Report & allow members to ask questions for information - see end of these minutes for the police report
- 99 To receive Reports from CCllrs & DCllrs (for information only)  
DCllr Brockbank reported that following the walk about by Cllr Handford with Wayne Gray the Environmental Health Officer from Craven DC, that arrangements for two cameras to be positioned in High Bentham, and two in Ingleton have been made. The cameras are motion activated and have night vision ability. The date that recording will start is not known. Warning signs must be displayed for six weeks before recording can start, and the signs are now up. The delay in making these arrangements has been due to a change of officers at Craven DC.  
DCllr Brockbank also reported that she had sent an email to Cllr Handford regarding the extra care housing scheme today.
- 100 Planning  
101.1 To Consider and Comment upon New Applications  
101.1.1 2019/20986/MMA Application to vary condition no. 2 (Plans) on application reference number 2019/20438/FUL granted 06 June 2019 to allow Co-op Estates to make changes to



## BENTHAM TOWN COUNCIL

the layout and external alterations to the elevations at United Co-Operatives late Shop, Main Street, High Bentham, Lancaster, LA2 7HE

**RESOLVED: That the Council has no objections to this application**

101.1.2 2019/20997/HH Conversion of loft into master bedroom suite with new

**RESOLVED: That the Council has no objections to this application**

101.2 To Receive Planning Decisions – see Clerks Report

101.3 To receive Correspondence on Planning Issues – see Clerks Report

102

Highway Matters

102.1 To discuss email of 23/09/19 from Claire Burrow re road safety on Robins Lane

**RESOLVED: Clerk to ask the project manager from the Housing 21 development for an update on the situation regarding the tarmacking of the parking spaces at the site, which should have been completed by the end of July and which should alleviate some of the problems on Robins Lane. Remind him that the cars from the site still parking on Robins Lane are continuing to cause problems to residents and need to be parked elsewhere as soon as possible.**

**RESOLVED: To request police involvement regarding the cars parking on the pavement, particularly on the bend near the church.**

**RESOLVED: To write to St Boniface Church asking them to remind their parishioners and visitors of the need to park safely without causing problems for pedestrian, i.e. not on the pavement please.**

**RESOLVED: To request police involvement with the speed issue.**

**RESOLVED: To request Highway Authority to look into the blocked gully at the corner of Lakeber Drive and Robins Lane.**

**RESOLVED: When the water leak in Robins Lane reappears (it is not in evidence today) contact United Utilities to deal with it.**

102.2 To consider and note highway matters for information

The condition of the main road at Toll Bar still terrible. The problem has been reported twice by Cllr Adams, with photographs including a steel rule and tape measure to show the dimensions. Highways response is that the problem does not meet the criteria for action, i.e. the hole isn't big enough. The hole is 75-80 mm deep and 1000mm long.

**RESOLVED: Forward a photograph to Clerk who will report it again.**

Cllr Burton is concerned that various matters reported to highways have still not been addressed.

**RESOLVED: Clerk to follow up on any outstanding reported problems with Highways. Cllr Marshall to forward the names of the two highways officers who attended a meeting at the Town Hall last year, to enable clerk to contact them specifically.**

Culvert that runs under B6480 between Grayson Gill road junction and Nutgill junction is blocked under the road and won't allow water to pass through.

**RESOLVED: Report to highways.**

103

To note the draft minutes of Marketing Committee on 3<sup>rd</sup> September 2019

**NOTED**

104

To note the draft minutes of Building Committee on 9<sup>th</sup> September 2019

**NOTED**

105

To note the draft minutes of Open Spaces committee on 10<sup>th</sup> September 2019

**NOTED**



## BENTHAM TOWN COUNCIL

- 106 To receive an update on the position regarding the trees at Extra Care Housing Scheme: Cllr Handford reported that he had attended a meeting with Catherine Hay, Regional Extra Care Manager for Housing 21 who are building the extra care housing scheme. They have 23 schemes, 6 currently in operation and 4, including High Bentham, are under construction. In April 2020 they will recruit a housing care manager, who will be none residential, 8am to 4pm Monday to Friday. The care team plus assistant manager will provide care 24 hours a day, 365 days a year. They estimate that they will recruit between 25 and 30 care staff. There will be a “soft launch” in April 2020 when they will explain the options to local people, and in January 2021 it will be possible to buy a plot, deposit is £500. The rents are affordable, one-bedroom apartment rent will be £95 per week, and £110 for a two-bedroom apartment. On top of that is the cost of a care package and that depends on the needs of each individual. Under the shared ownership arrangement’s individuals can only purchase 75% of a property; would pay service charge and council tax; but would not make payments to Housing 21. Ms Hay said that nobody who is in Housing 21 has been penalised financially. The residents are high risk (30%), medium (40%) risk, and low risk (30%). The care needs are not age related. About 40% of the patients in their current homes suffer from dementia, and have different care needs. Regarding the trees, Ms Hay was adamant that “the removal of, or planting of trees, is subject to planning permission”. Which means that any tree to be planted needs a planning application, and likewise the removal of the solitary scots pine must be subject to a planning application, otherwise nothing can be done. DCllr Brockbank confirmed that there is a tree protection order on the scots pine and explained that there is a reluctance to submit a planning application for its removal because of the concerns that there have been about removing any mature trees from the site. As a planning application to remove the tree has not been submitted the council cannot discuss the matter further.
- 107 To receive an update on the ‘dog waste hot spot’ walk with Wayne Gray the Environmental Health Officer from Craven DC  
Cllr Handford reported that he had shown Wayne Gray the worst spots for dog fouling on the walk about. They also counted the number of paint marks from instances of dog fouling on Station Road and found that there were 90 paint marks. During the walk Mr Gray said that cameras would be made available to record the culprits and that Bentham would be provide with an extra bin. However, he later wrote to Cllr Handford to say that following legal advice the cameras would not be made available and that because of a review of the position on bins by Craven DC that the extra bin would also not be provided. The latest development is that despite Mr Gray concerns about the legal position, arrangements have now been made to locate two cameras in Bentham, and the notices warning that recording will take place are up.  
Cllr Handford stressed that in comparison with other towns and villages in Craven that Bentham is very poorly served with regard to bins. Cllr Adams pointed out that bins have been removed but nobody knows why or how, and that Craven DC policy on bins is not known. The stanchions for the bins are still there, but on some of the main routes for walkers (including dog walkers) some bins are now missing.  
**RESOLVED: Clerk to find out what Craven’s policy regarding bins is, with a view to asking for those removed from Bentham to be reinstated if it was Craven who removed them.**
- 108 To consider Open Space work and quotes  
108.1 To discuss possibility of removing trees along the fence with the pedestrian gate in it.



## BENTHAM TOWN COUNCIL

Three quotes requested but only one received to date.

**RESOLVED: Refer to Open Spaces Committee.**

108.2 To discuss the options regarding the new fence and agree a way forward

**RESOLVED: Refer to Open Spaces Committee.**

108.3 To review position of grass cutting contracts

**RESOLVED: Cut at playing fields on 27/03/019 by Andrew Tennant to be paid for out of reserves because it was for 2018/2019, but invoiced late in 2019/2020.**

**RESOLVED: The remaining balance of precept grant available to pay for grass cutting at the playing fields (which will be £400) to be spread between now and the financial year end in March. Cuts likely to be (1) shortly, (2) December, (3) February, and (4) March.**

109 To discuss the final payment to HAGs and agree a way forward

**RESOLVED: To pay the final outstanding balance to HAGS after an independent inspection report confirms that the MUGA is fully compliant with the regulations and that the finger entrapment issue is resolved, unless HAGS start to pursue the Council for payment, in which case the matter will be reconsidered.**

Proposed by Cllr Bridgeman. Seconded by Cllr Handford. Votes – in favour of the proposal 6. Abstained 2.

110 To agree the Accounts for Payment

Salaries	September 2019	2644.23
Andrew Tennant	Grass cutting Sep - grant	480.00
Kingsdale Projects	Grass cutting Sep, Tatterthorn tree stump, Verge Harley Close, Benches, Spray weeds at PHPF	3000.00
PKF Littlejohn	External Audit fee 2019	480.00
Viking	Stationery and ink	103.28
Sedgwick Surveying & Safety Services	Survey Bentham Community Centre	400.00
Thomas Graham	Cleaning materials	81.79
HMRC	PAYE	2070.24
Andrews	Printing	145.80
Stannah	Lift Service	183.35
Tim Wheildon	Replace fan on Vaillant gas boiler 23/11/18	148.36
Tim Wheildon	Replace syncrom motor 23/11/18	80.69
YLCA	Councillor training 26/09/19	330.00
Age Concern	Calendar Profit 2019	1409.25
Community Link Cafe	Precept Grant 2	375.00
Goodenber Play Area	Precept Grant 2	1000.00
Playing Field Association	Precept Grant 2	1000.00
Victoria Institute	Precept Grant 2	2500.00
Youth Cafe	Precept Grant 2	750.00
BT	Town Hall and Lift	306.58
BT	TIP phone	57.24
Craven DC	Refuse collection	53.42
Aviva	Insurance	413.66
1 & 1 Ionis	Internet	8.44
NEST	Pension contribution	116.85



## BENTHAM TOWN COUNCIL

BT	TIP phone	66.07
----	-----------	-------

**RESOLVED: Approved**

**RESOLVED: Cllrs Marshall and Faraday to authorise.**

- 111 To discuss the External Auditors Report and Certificate 2018/19  
**RESOLVED: no further action required.**
- 112 To agree the amended Grants Policy  
**RESOLVED: The amended grants policy was accepted and agreed.**
- 113 To discuss NALC Legal Topic Note 22 “Disciplinary and Grievance Arrangements”  
 This item was withdrawn on NALC’s recommendation. A revised version of the topic note is being prepared and will be circulated in due course.
- 114 To discuss Policy Consultation E-Briefing 09/19Independent Review into Local Government Audit  
**RESOLVED: No comments to submit.**
- 115 Community Emergency Plan
- 115.1 To note the draft minutes of the meeting of 16<sup>th</sup> September 2019  
**NOTED**
- 115.2 To consider appointing a CEP committee  
**RESOLVED: To appoint a CEP committee if four councillors are willing to serve on the committee.**  
**RESOLVED: Cllrs Adams, Bridgeman and Handford are willing to serve on the committee, as is Cllr Marshall subject to availability.**  
**RESOLVED: Clerk to ascertain if Cllr Taylor is willing to serve on the committee.**
- 115.3 To receive an invitation to participate in the community flood training event in Lancaster on the 12<sup>th</sup> November, which will be attended by all emergency services.  
**RESOLVED: Clerk to obtain more details of the event, including time, and circulate.**
- 116 To receive a report on Climate Emergency, and agree a way forward  
 Cllr Hill reported that in the September edition of the Bentham News Richard Wilson raised his concern regarding Craven DC declaring a climate emergency, which includes commitments to make Craven carbon neutral by 2030. Working with partners in Craven and the region the aim is to deliver the 2030 goal. The article mentions that some people in Bentham and the surrounding areas would like to see Bentham Town Council pass its own climate emergency declaration to demonstrate support for Craven’s decision.  
 Bentham Town Council can set its own targets and plan for fighting the national climate emergency, which has been declared by the UK parliament. It is open to discussion as to what the council’s goals and plans might incorporate; however, the climate emergency website has some suggestions which include, aiming for a target date of 2030, and working with local groups to generate ideas and bring the community together as a whole to create an action plan. There are nine areas which could be usefully looked at, being; food; transport; energy and buildings, waste and the responsible usage of resources; biodiversity; economics; water; managing own individual carbon footprint; and health and wellbeing.  
 With the involvement of businesses and residents Bentham could create its own action plan to enable Bentham to be carbon neutral by 2030.



## BENTHAM TOWN COUNCIL

**RESOLVED:** To consider appointing a Climate Emergency Committee, possibly to include some public participation.

**RESOLVED:** For the current council committees, such as the building management committee, to be aware of the aim to be carbon neutral by 2030, to take this into consideration in their dealings, and to maximise any opportunity to assist in achieving that aim.

**RESOLVED:** Cllr Hill to discuss the matter with Richard Wilson and BEST.

**RESOLVED:** Cllr Hill to report back in November.

- 117 To consider the erection of Christmas Trees on the Town Hall  
**RESOLVED: To proceed.**
- 118 To consider items of Correspondence – none.
- 119 To receive Reports from Councillors who represent the Council on other bodies (for information only)  
Victoria Institute: CLLR Bridgeman has the minutes from meetings in June and September. The water bill problem has been resolved. Andrea Tuohy has been managing as the treasurer, and a replacement may have been found. There have been some staffing issues at the Community Link Café, but these are being managed by the rest of the team who pull together. The trash and treasure event was a good fund raiser.  
LASRUG: There have been two meetings recently, normal meeting and AGM. Pete Myers the boss of Northern Rail spoke at the AGM. The expected new trains will be diesel. There will be an extra train to Lancaster running in the mornings shortly, it should allow people to commute to Lancaster for 9 am. Pocket sized timetables are available.  
Patient Representative Group: There have been concerns about waiting times for prescriptions at the chemists. In relation to the dementia group, they've been shown an example of an Alzheimer's Society leaflet "This is me", which is like a support tool to enable person centred care. Bentham and Ingleton practice chosen to take part in a national project on continuity of care, which is currently data gathering with questionnaires and focus groups. And the Facebook page is doing well. Castleberg to reopen in the Autumn.  
Alms Houses: There will be probably be a vacancy near Christmas. If there are any Bentham residents who would benefit from a place in the alms house look out for the advert in the Bentham News. The heating boilers are being reviewed.
- 120 Items for next meeting and minor items only - none.
- 121 Date of next meeting – Monday 4<sup>th</sup> November 2020.
- 122 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 remainder of the business, the public and press to be excluded further from the meeting, whilst:  
**RESOLVED: That the press and public be excluded from the meeting.**
- 123 To consider the way forward regarding the Community Youth Building  
The Council's aim is to establish what course of action is in the best interests of all Bentham residents.  
**RESOLVED: Council to talk with the tenants of the Community Youth Building with a view to finding out what their vision is for the next five to ten years.**



## BENTHAM TOWN COUNCIL

**RESOLVED:** That the council will invite the trustees and/or the management committee of the Bentham Youth Café to a private meeting with council representatives to discuss the condition of the building and their future plans.

**RESOLVED:** Council to decide on a number of key questions that would facilitate an understanding of the future plans of the tenant.

**RESOLVED:** Clerk to ask the tenant for some dates that would be convenient for them to meet the council representatives.

There being no further business, the meeting closed at 9.15 pm.

### CLERK'S REPORT TO BENTHAM TOWN COUNCIL, Oct 2019

#### **1. Planning Decisions Received Since Last Meeting**

##### **1.1. GRANTED**

- 1.1.1. 2019/20522/HH Conversion of garage including raising roof to accommodate new bedroom and en suite on new first floor at 3 Harley Close, Low Bentham, Lancaster, LA2 7HD.
- 1.1.2. 2019/20615/CPL Single storey rear extension at Bethany, 7 Mount Pleasant, High Bentham, Lancaster, LA2 7JY. (Does not require planning permission).
- 1.1.3. 2019/20657/FUL Development of 5 no. detached two storey dwellinghouses at Land Off, Greenfoot Lane, Low Bentham, Lancaster, LA2 7ES
- 1.1.4. 2019/20707/VAR Application to amend condition no2 (Lighting Design), condition no 2 (Soft Landscaping) and condition no 5 (Hard Landscaping) of application reference number 2017/18255/VAR granted 25/10/17 at Toll Bar Gardens, Low Bentham, Lancaster, LA2 7DD.
- 1.1.5. 2019/20843/HH Proposed demolition of existing utility room, and construction of garden room and glazed link at Bentham Hall, Main Street, High Bentham, Lancaster, LA2 7HS.
- 1.1.6. 2019/20844/HH Retrospective application for erection of a lean-to roof single storey rear extension and erection of garden store at 2 Bank View, Doctors Hill, Low Bentham, LA2 7DZ.
- 1.1.7. 2019/20845/LBC Retrospective listed building consent for erection of a lean-to single storey rear extension and erection of garden store at 2 Bank View, Doctors Hill, Low Bentham, LA2 7DZ.

##### **1.2. REFUSED - none**

#### **2. Planning Correspondence**

##### **2.1. Planning Application received before next full council meeting: -**

- 2.1.1. 2019/20844/HH Retrospective application for erection of a lean-to roof single storey rear extension and erection of garden store at 2 Bank View, Doctors Hill, Low Bentham, Lancaster, LA2 7DZ.
- 2.1.2. 2019/20845/LBC Retrospective listed building consent for erection of a lean-to roof single storey rear extension and erection of garden store at 2 Bank View, Doctors Hill, Low Bentham, Lancaster, LA2 7DZ.
- 2.2. Letter from North Yorkshire County Council re Public Information Event re A59 Kex Gill new alignment. Circulated 16/09/19.
- 2.3. Application to amend the register to record an historic event Burn Moor, Bentham. Circulated 16/09/19.

#### **3. Information Regarding Items Discussed at last Council Meeting (if not on agenda) - none**



# BENTHAM TOWN COUNCIL

## 4. Items for Information – see information folder - none

## 5. Items circulated by email

- 5.1. Simon Bowens -Take Climate Action in Your Community
- 5.2. Andy Ives – Open Market Place details
- 5.3. Annie Neligan – Climate Emergency
- 5.4. BDDFC meeting date 17<sup>th</sup> October 2pm Bentham Golf Club
- 5.5. Community First Yorkshire News 05/09; 12/09; 19/09: 30/09; 04/10
- 5.6. Community First Yorkshire
  - 5.6.1. Rural News September 2019
  - 5.6.2. Craven V Net meeting, Thursday 26 September
- 5.7. LASRUH+G newsletter September
- 5.8. Street Naming and Numbering Consultation: Extra Care Housing, Bentham former school
- 5.9. NALC
  - 5.9.1. Annual Conference details 03/09; 24/09/19
  - 5.9.2. Chief Executives Bulletin 03/09; 13/09; 23/09: 30/09; 04/10
  - 5.9.3. Nominations to its larger councils committee 03/09
  - 5.9.4. HRH Princess Anne confirmed at NALC annual conference 05/09
  - 5.9.5. Newsletter 13/09
  - 5.9.6. Legal Topic Note 22, “Disciplinary and Grievance Arrangements”
  - 5.9.7. Consultation on proposed reforms to permit development rights to support the deployment of 5G and extended mobile coverage
  - 5.9.8. Larger Councils Committee voting begins
- 5.10. NYCC -Streetworks – Temp road closure Rail bridge on B6480 Low Bentham 06/01/2020
- 5.11. North Yorkshire Community Messaging – North Yorkshire Police
  - 5.11.1. Rural task force will be Skipton market 10/09/19 with a great tracker deal
  - 5.11.2. Stole quads recovered. Please look at securing your property with tracker etc
  - 5.11.3. Use of tasers in North Yorkshire – public survey 13/09
  - 5.11.4. Suspicious vehicle 13/09
- 5.12. North Yorkshire Police, Fire and Crime Commission – Use of tasers in North Yorkshire – public survey 13/09
- 5.13. Rural Services Network
  - 5.13.1. The Rural Bulletin 03/09; 10/09; 17/09; 24/09; 01/10
  - 5.13.2. Rural Funding Digest September edition 05/09, October edition 03/10
- 5.14. YLCA
  - 5.14.1. White Rose update September edition, and October edition
  - 5.14.2. Free seminar on community led housing for town and parish councils 15<sup>th</sup> October 2019
  - 5.14.3. YLCA launches webinar training – an update on topical issues
  - 5.14.4. Craven Branch meeting details (meeting 03/10/19)
  - 5.14.5. Important consultation for the parish sector – The Redmond Review

## 6. Progress on Outstanding Matters

Road markings to be reinstated 04/10/19 and 07/10/19 – advised by David Cairns.

Hi

Please find your monthly police report for Bentham Town Council meeting October 2019

We have had 34 incidents reported between 01.09.19 to 30.09.19

01/09 Lancs Police – vehicle from Bentham failed to stop for police



## BENTHAM TOWN COUNCIL

03/09 Mental health

04/09 ASB nuisance  
04/09 Domestic  
05/09 Suspicious circumstances – found property  
06/09 Concern for safety  
08/09 Suspicious Circumstances – abandoned vehicle  
10/09 Highway disruption – wagon stuck under bridge  
10/09 Highway obstruction  
10/09 Sexual assault – rape (parties known to each other)  
13/09 Domestic harassment  
14/09 Sexual Assault – rape (parties known to each other)  
15/09 Domestic  
15/09 Medical message passed on behalf of hospital  
16/09 Civil matter  
16/09 Cow in road – found and secured by police  
18/09 Dog on dog attack  
18/09 Theft from person  
20/09 Contact record – advice  
20/09 Suspicious circumstances – banking protocol  
20/09 Anti-social behaviour - nuisance  
20/09 Abandoned call – pocket dial  
21/09 Burglary none dwelling – attempt theft of quad  
21/09 Highway disruption – injured sheep  
22/09 Suspicious vehicle  
23/09 Abandoned vehicle  
25/09 Concern for safety/MISPER – located  
25/09 High risk MISPER – located and taken to hospital  
26/09 Sus circs – all in order  
26/09 Abandoned call – children playing with phone  
27/09 High Risk MISPER – located  
28/09 Abandoned vehicle  
28/09 Road related offence – no tax or insurance  
28/09 Suspicious circumstances – all in order  
28/09 Violence – assault  
28/09 Sexual offence

### [Mobile Rural Watch Scheme Settle Bentham & Ingleton](#)

We had a good turnout at the Mobile Rural watch meeting 05.08.19 with 19 volunteers signing up to the scheme. If anyone is interested in joining the scheme then please email

[SNACraven@northyorkshire.pnn.police.uk](mailto:SNACraven@northyorkshire.pnn.police.uk)

### [Operation Light – Craven Problem Solving Plan tackling Theft / Burglary in the Rural Section](#)

- \* Camera vans placed around the area
- \* Local officers high Vis Patrols
- \* Specialized pursuit trained officers
- \* Rural Task force joint patrols
- \* Cross border Patrols



## BENTHAM TOWN COUNCIL

\* Working with Local residents

Please report & suspect incidents at the time on 101 or 999 if urgent.

Working to keep North Yorkshire a safe place to live, visit & work please visit

[www.northyorkshire.police.uk](http://www.northyorkshire.police.uk)

Useful site re Crime and policing in England which allows you to search re incident recorded in your area [www.police.uk](http://www.police.uk)

You can also report safety issues under speed concerns on - [www.roadwise.co.uk](http://www.roadwise.co.uk).

If anyone would like to sign up to Craven Community messaging then please visit -

[www.northyorkshirecommunitymessaging.org](http://www.northyorkshirecommunitymessaging.org)

Contact Information:

- 1 Ring 999 in an emergency or to report a crime in progress
- 2 Ring 101 to report incidents or provide information
- 3 Ring Crime Stoppers on 0800 555 111 to remain anonymous
- 4 E-mail [SNACraven@northyorkshire.pnn.police.uk](mailto:SNACraven@northyorkshire.pnn.police.uk)

King Regards

Jane Carpenter  
PC 188 Settle SNT