



## BENTHAM TOWN COUNCIL

### MINUTES of the Council Meeting held on Monday 1 July 2019, at 7.30 pm in the Lower Town Hall.

Present: Cllrs Adams, Bridgeman, Burton, Faraday, Hill, Marshall, Stannard & Taylor. District Councillors Brockbank and Handley. County Councillor Ireton. The Clerk Christine Downey and 3 parishioners.

- 48 To Receive Apologies from members unable to attend  
Cllrs Handford, Swales and Wills.
- 49 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
- 50 To Receive Comment & Concerns  
None
- 51 To Confirm the Minutes of the previous meetings on 3 June and 17 June  
**RESOLVED: That the minutes of the meetings of 3<sup>rd</sup> June 2019 and 17<sup>th</sup> June 2019 are agreed and be signed**
- 52 To receive the Clerks Report (for information only) – see end of these minutes
- 53 To receive the Police Report & allow members to ask questions for information – see end of these minutes
- 54 To receive Reports from CCllrs & DCllrs (for information only)  
DCllr Brockbank asked the meeting if there were any questions regarding the tree planting at the extra care site.  
The Council asked why the meeting that they requested to have on site with the Craven DC tree protection officer, and the arborist for the site, had not been arranged; and why the planning decision had gone ahead without engaging with the Council and its concerns. CCllr Brockbank was unable to provide an explanation but pointed out that planning is a district council issue.  
The Council reported that the prevailing feeling in Bentham is that the views of both the Council and the residents have been completely ignored by the planning department, and that this has caused widespread concern, disappointment and anger.  
The Council stated that what is necessary is for Craven DC to put a stop to the planning permission which has been granted regarding the trees, so that the meeting that has been requested can go ahead, and so that no trees are cut down before that meeting. The Council requested that the meeting should be as soon as possible, preferably tomorrow.  
It was pointed out that many of the trees that Housing 21 have damaged have tree protection orders on them, that the trees were there long before planning was granted, that they were meant to be kept; and the fact that they have been damaged means that there has been gross negligence. In the Council's view those responsible for this negligence should be asked to account for it. In addition, the Council would like to establish if the



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damaged trees are in fact not as badly damaged as Housing 21 report, and could, therefore, still be saved.

Furthermore, the Council expressed a concern that the plans appear to have been passed without the full consultation period going forward, and that if this is the case then the responses from the Council and/or the public cannot have been given due consideration because the consultation period was not up when the plans were passed.

The Council concluded that there are two separate issues that both need addressing. The first is the negligence by Housing 21 that has caused long established trees, with tree protection orders on them, to be damaged instead of being successfully incorporated into the new development, which was the basis on which the original planning permission was granted. And the second is the failure of Craven DC planning department to give the Council and the people of Bentham's concerns and objections due and adequate consideration.

It was decided that the Council should write to Craven DC and ask why the objections and concerns of both the Council and the people of Bentham have not been taken into consideration, and to request that a senior representative of the planning department comes to the next full Council meeting in order to explain this matter.

CCllr Handley: No report for the meeting.

DCllr Ireton: No report for the meeting, but attending to take questions. Was asked why road works were being conducted by NYCC on Wednesday which is market day, instead of Thursday which is half day closing. DCllr Ireton was unable to shed light on this but suggested perhaps NYCC need to be informed that Wednesday is market day in Bentham.

55

### Planning

55.1 To Consider and Comment upon New Applications

55.1.1 2019/20469/FUL Proposed new stable block, inclusive of feed store and barn area, and outdoor manege at Greenberfield, Cross Lane, Low Bentham, Lancaster, LA2 7ES

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

55.1.2 2019/20575/MMA Minor material amendment to condition no 2 of application reference number: 2018/19994/HH granted 22/02/2019 to allow a change in roof pitch to lessen overall impact of development by substitution of amended drawing 449.050C at 2 Bank View, Doctors Hill, Low Bentham, Lancaster, LA2 7DZ.

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

55.1.3 2019/20580/HH erection of side walls, garage door, pedestrian door and side window to enclose existing double car-port to form garage at 1 Bull Copy Cottages, Windy Hill, Ingleton, Carnforth, LA2 7AJ

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

55.1.4 2019/20588/FUL Single storey extension to church to provide kitchen and WC facilities at St John the Baptist Church, Wennington Road, Low Bentham, LA2 7DD

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

55.2 To Receive Planning Decisions – see Clerks Report

55.3 To receive Correspondence on Planning Issues – none

56

### Highway Matters

56.1 To receive an update on the Street Lighting Programme

It was reported that there had been a meeting with Peter Ball of NY Highways regarding the two street lights on Grasmere Drive. Fruitful meeting. Might have to put a feeder pillar in. Then went to Mayfield Rd and drew out where the new street light is to go. Hopefully ducting for this one to go in shortly and then post will be put in. Invoice will only come from NY after work has been completed.



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Duke St, waiting for Electricity North West to change one of the fuses on one of the lights, so that the other lights will work, because it hasn't got the right power to feed the others. It was suggested that there might be some simpler street light jobs that could be undertaken as well. Perhaps to be budgeted for next year.

After Grasmere Drive, Mayfield Rd and Duke Street have been finalised, the major ones will have been done. Next to think about will be some on Lairgill and some in Low Bentham, but they are all fixed to properties where underground supply will have to be found. Not a good idea to have too many street lighting projects on the go at once, so will draw a line under current ones first, so position is clear when looking at finances for next year.

56.2 To receive an update re Tree stump at Tatterthorn / B6480 junction

Still need to check ownership of the land and get permission to go ahead if necessary

**RESOLVED: Cllr Marshall will talk to Roger Metcalfe about it first and then we can put request in writing.**

56.3 To consider and note highway matters for information

Overgrown vegetation by Sundial Inn has been cut back.

There is still a problem with broken/sunken man hole cover outside Cllr Burton's house despite a meeting about it 11 months ago. Nobody is willing to take responsibility for it.

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

Review of dangerous bend on the Wennington Road (B6480) has been requested by a member of the public. The Council agreed that the whole road is problematic and not just that bend, and that road widening and a white line would be a great improvement. The view was that a formal review is necessary as it's the main arterial route for most traffic in and out of Bentham, has holes all over the place and is devoid of any road markings.

**RESOLVED: Clerk to forward to Area 5 Highways NYCC and request a formal review.**

57 To receive an update on the Play Area

Date not fixed for last visit to do the final remedial work, but HAGS said today that it should be 24<sup>th</sup> July in the worst-case scenario, and before then if at all possible. The Clerk is pursuing written confirmation that the finger entrapment issue will be remedied.

58 To consider quotes for the fence at PHPF

Cllr Marshal has provided a quote for the main materials, i.e. fence posts and panels. Quotes are still needed for installation of the fence from contractors, which will be pursued by the clerk. A full costing for the fence will be presented to Council as soon as possible. Best to leave this job until September, i.e. after school holidays.

59 To consider the way forward regarding Adult Gym Equipment

59.1 Funding application(s)

**RESOLVED: Proceeding with any funding application may depend upon determining if there is a suitable site for adult gym equipment or not.**

59.2 Site of the equipment

**RESOLVED: to give this matter more consideration.**

60 To receive an update on Defibrillator Programme

London Hearts offering grants of £200 for equipment. Between High and Low Bentham would seem like a good position for another defibrillator, must keep in mind that a power supply is needed. Cllr Faraday has spoken briefly to Myers and now has the phone number for their health and safety officer if it is decided to explore this further. The quote from London Hearts, after the deduction of £200 grant is, defibrillator £995 + cabinet £525 =



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£1520. The remaining defibrillator budget/reserve is £1820, so this expenditure would leave a balance of £300, and there would be pads to buy out of that.

There is another quote for defibrillator and cabinet for £1250.

Myers might be prepared to contribute to cost or to sponsor the defibrillator.

Repositioning the defibrillator cabinet outside the town hall was discussed; it is too low and needs to be moved higher.

**RESOLVED: That Myers would be a suitable site.**

**RESOLVED: To keep all the defibrillators the same.**

**RESOLVED: Cllr Faraday to look into this matter further.**

**RESOLVED: To find a local builder and request a quote for repositioning the defibrillator outside the town hall.**

61

To agree the Accounts for Payment

Salaries	June and July	5143.56
Viking	Ink and stationery	156.22
Andrew Tennant	Grass cutting (Jun)	480.00
Kingsdale Projects	Grass cutting (Jun)	2680.00
Yorkshire Water	Water rates cemetery	6.68
Yorkshire Water	Water rates town hall	55.76
Welmedical	Defibrillator pads	44.28
WPS Insurance Brokers	Admin fee for insurance	25.00
HMRC	PAYE	2275.40
Matthew Toothman	Returned deposit	100.00
Stannah	Lift service	183.39
Yorkshire Internal Audit Services	2018/19 internal audit	315.00
BT	TIP phone	42.65
Craven DC	Refuse collection	53.42
Aviva	Insurance	413.66
1 & 1	Internet	8.44
NEST	Pension contribution	109.85

**RESOLVED: Payments to be approved.**

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

62

To sign and approve the Annual Return (paper 2019/06)

62.1 To review the statement of internal control and the effectiveness of the system of internal control (papers F2019/01 and F2019/02)

**RESOLVED: That paper F2019/01 was reviewed and agreed without amendment**

**RESOLVED: That subject to the correction of paragraph 3 of item 3 to read that the finance committee meet "at least" four times each year, that paper F2019/02 be agreed**

62.2 To receive the audit report from the internal auditor (paper 2019/07) – received and the Clerk was thanked for dealing with a difficult year end successfully

62.3 To review the effectiveness of the internal audit (paper F2019/03)

**RESOLVED: That paper F2019/03 be accepted and agreed**

62.4 To confirm Yorkshire Internal Audit Services appointment for the year 2019/2020

**RESOLVED: That Yorkshire Internal Audit be reappointed as internal auditors for 2019/2020**

62.5 To review and agree the council audit plan for 2019/2020 (paper 2019/08)

**RESOLVED: That the Council Audit Plan was reviewed and agreed**



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- 62.6 To agree and approve the annual governance statement (section 1 2019/06)  
**RESOLVED: That the Annual Governance Statement be agreed and approved**
- 62.7 To consider the accounting statements for 2018/19 (paper 2019/06) - considered
- 62.8 To agree and approve the accounting statements (section 2 paper 2019/06)  
**RESOLVED: That the Accounting Statement be agreed and approved**
- 63 To consider items of Correspondence  
**RESOLVED: Clerk to reply to Anna Winterbottom's further email regarding unmown grassland in line with the views expressed in Cllr Stannard's recent email on the subject, which all Cllrs agreed with.**
- 64 To receive Reports from Councillors who represent the Council on other bodies (for information only)  
Patient Representative Group: New phone system in place. Appointments can be made on MYGP app. New practise nurse and 2 new doctors.  
Playing Field Association: Boot sale and bacon butties went well.  
Bentham & District Dementia Friendly Community: Cllr Stannard sent email to Jonathan Scott at Bentham surgery but has not received a response. DCllr Brockbank is the membership secretary and will follow this up.  
Goodenber Play Area: Would be happy to accept profit made form 2020 Calendar, if one is produced.  
Bentham Refugee Group: The planned visit is going ahead later this month and the Mayor or Deputy Mayor will greet them.
- 65 Items for next meeting and minor items only  
Grass cutting at the playing fields. The current arrangement is not satisfactory and a meeting needs to be scheduled to discuss it, because the next full council meeting in September will be too late to sort it out for the playing season.  
Meeting also needed to discuss Community Emergency Plan.  
Clerk trying to book a training session for the Council. Can all Cllrs who have not confirmed their availability for the potential training dates please do so asap.  
Clerk needs any street name suggestions for the former High Bentham CP school site by 7<sup>th</sup> July.  
Tree planting opportunity: details that came from Michael Gane have been circulated. First funding opportunity may have passed deadline now, but there may be other funding streams that we could apply for in this year, subject to identifying suitable site(s). If details of suitable site(s) are supplied to the clerk she will contact Michael Gane about making a funding application. First priority is to identify areas, and keep in mind that there should be no overhead power lines. Item for next Open Spaces meeting.
- 66 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.**
- 67 To consider the way forward regarding the Community Youth Building  
**RESOLVED: To obtain three quotes for a full structural survey.**
- There being no further business, the meeting closed at 20.48.



# BENTHAM TOWN COUNCIL

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

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

#### **1.1. GRANTED**

- 1.1.1. 2019/20265/HH Proposed construction of detached garage and store, set into existing banking at Todhill House, Station Road, High Bentham, Lancaster, LA2 7LS.
- 1.1.2. 2019/20319/OUT Outline application with all matters reserved for 2 no. dwellings at land adjacent to Lairgill Lodge, Mount Pleasant, High Bentham, Lancaster, LA2 7LA
- 1.1.3. 2019/20534/VAR Application to vary condition number(s): 2 (Approved Plans), 9 (tree Protection Measures) and 13 (Soft Landscaping) of application reference number 2017/18715/FUL granted 12th February 2018 at Former High Bentham CP School, Main Street, High Bentham, Lancaster, LA2 7JU

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

### **2. Planning Correspondence**

- 2.1. Confirmation of receipt of request for guidance re listed buildings consent for new door at Community Youth Building (email).
- 2.2. 2019/20318/OUT notification that this application is an agenda item at the next Planning Committee on 1<sup>st</sup> July 2019.

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

### **4. Items for Information – see information folder**

- 4.1. White Rose update June 2019

### **5. Items circulated by email**

- 5.1. Thanks, from Settle Swimming Pool for the equipment bought with 2019 grant.
- 5.2. WPS Insurance re Aviva's response to MUGA and finger entrapment issue 28/05/19
- 5.3. HAGS re remedial work at PHPF 30/05/19
- 5.4. Longstaffe Educational Foundation Annual quiz night Friday 5<sup>th</sup> July
- 5.5. London Hearts – Defibrillator Appeal for Craven Parish Councils
- 5.6. Area5 Skipton – Temp road closure Butts Lane, 5<sup>th</sup> June to replace street lighting column
- 5.7. Community History and the Council for British Archaeology – workshop details 21/09/19 “Your local history group: accessing available funding and planning your investigation”.
- 5.8. Keep Britain Tidy – Love Parks Week 2019
- 5.9. Report on Longstaffe Educational Foundation by Felicity Hey
- 5.10. LASRUG newsletter 24/06/19
- 5.11. SELARP newsletter (Skipton East Lancs Rail Action Partnership)
- 5.12. Craven DC
  - 5.12.1. News June 2019
  - 5.12.2. – Tree Planting
- 5.13. YLCA
  - 5.13.1. Yorkshire Day details – 01/08/19 Whitby
  - 5.13.2. Training programme June to November 2019
  - 5.13.3. Resolution for debate at TLCA joint annual meeting 13<sup>th</sup> July – invitation to submit
  - 5.13.4. A councillor's right to time off work (unpaid) for attendance at council meetings and training
  - 5.13.5. Additional course for councillors' details “Off to a flying start”
  - 5.13.6. Craven Branch Annual meeting details and papers
  - 5.13.7. The Public Sector Bodies (website and mobile applications) (no 2) Accessibility Regulations 2018
  - 5.13.8. White Rose Update June 2019
  - 5.13.9. One day conference 2019 and 75<sup>th</sup> anniversary celebration
  - 5.13.10. Joint annual meeting 2019 – 13<sup>th</sup> July 2019 at The Bridge Hotel, Walshford near Weatherby
- 5.14. NYCC
  - 5.14.1. Consultation Letter renewal of subsidised lock bus services in the areas of Ryedale and Craven
- 5.15. Rural Services Network
  - 5.15.1. The Rural Bulletin 29/05; 04/06: 11/06: 18/06: 25/06



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### 5.15.2. Rural Funding Digest June 2019

- 5.16. Community First Yorkshire
  - 5.16.1. Latest News 31/05; 07/06: 14/06: 21/06: 28/06
  - 5.16.2. Rural News June 2019/
  - 5.16.3. Craven District Voluntary Faith and Community Sector Groups, news update 05/06
  - 5.16.4. Update re proposed meeting with Community First Yorkshire 19/06
- 5.17. North Yorkshire Community Messaging
  - 5.17.1. Small business cyber security
  - 5.17.2. Courier Fraud Alert
  - 5.17.3. HMRC/Law enforcement scams
  - 5.17.4. Meeting with Community First Yorkshire and poll of dates
  - 5.17.5. Missing person
  - 5.17.6. Scams
  - 5.17.7. Lifestyle Challenge 2019
  - 5.17.8. Suspicious vehicle details 17/06/19
  - 5.17.9. Fraud Awareness 30/06
- 5.18. NALC
  - 5.18.1. Chief Executives Bulletin 24/05: 31/05; 07/06; 14/06: 21/06: 28/06
  - 5.18.2. Star council award details
  - 5.18.3. Annual conference 2019; BHIB councils insurance workshop confirmed.
  - 5.18.4. Newsletter 05/06: 19/06
  - 5.18.5. LGRC Local Council Expo
  - 5.18.6. Annual Conference 2019
  - 5.18.7. NALC / LGRC Local Council Expo
  - 5.18.8. LCR Winter 2018 Survey

## 6. Progress on Outstanding Matters

### POLICE REPORT TO BENTHAM TOWN COUNCIL 01/07/2019

We have had 14 incidents reported to the Police in Bentham between 10.06.19 & 29.06.19

- 10/06/2019 – ASB Nuisance – Youths climbing on work machinery
- 11/06/2019 – Crime Burglary – Access into detached garage
- 14/06/2019 – Abandoned call – Accidental dial
- 19/06/2019 – Civil Dispute
- 20/06/2019 – Crime Violence
- 20/06/2019 – ASB Nuisance – Group of youths messing about in the Grasmere Drive area
- 21/06/2019 – Suspect Circumstances – Joint partnership working
- 23/06/2019 – Pest Control – Wildlife
- 24/06/2019 – ASB Nuisance - Group of youths messing about in the Lakeber Avenue area – Youths spoken to.
- 25/06/2019 – Civil Dispute
- 26/06/2019 – Safeguarding
- 27/06/2019 – Safeguarding
- 29/06/2019 – Crime Violence

Operation Light - Craven Problem Solving Plan tackling Theft / Burglary in the Rural Section



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

Kind Regards

Helen

Helen Stringer  
Collar Number 3572  
PCSO  
Settle  
Craven Safer Neighbourhoods Team  
North Yorkshire Police

Committed to the Code of Ethics

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