



BENTHAM TOWN COUNCIL

MINUTES of the Council Meeting held on Monday 2nd December 2019, at 7.30 pm in the Lower Town Hall.

Present: Cllrs Taylor (Chair) Adams, Bridgeman, Burton, Faraday, Handford, & Swales. District Councillor Brockbank. The Clerk Christine Downey. Twelve members of the public.

- 144 To Receive Apologies from members unable to attend
County Cllr Ireton. District Cllr Handley. Cllrs Hill, Marshall, Stannard and Wills.
- 145 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
Cllr Swales applied for a dispensation re a disclosable pecuniary interest, the nature of which is that Thomas Brown now rents a property from her.
RESOLVED: No objections.
- 146 To Receive Comment & Concerns
Peter Leonard commented that he would like to see the Council plant fruit trees at PHPF. He advised that 2nd December is the first day of the 2019 UN Climate Change Conference, and that with that in mind he would suggest that the town hall building is reviewed for energy consumption. He offered his services as a heating engineer to conduct an energy audit, free of charge. The Council thanked him for his offer and will pass his suggestion and his name to Cllr Hill who is the councils lead on matters relating to climate emergency, it will therefore be considered further at a future date.
Maggie Bruno is secretary of St Johns church and requested support from the town council for the church's meeting with NYCC highways department to look at traffic calming measures. She explained that although white lines have been introduced at the edge of the road there are still near-misses and accidents. The visibility is poor, but the main problem is the speed of the vehicles, a view that was supported by Frances Harrison-Jones who explained the difficulties she has experienced recently trying to cross the road on crutches. District Councillor Brockbank reported that she fully supports the Church, and that the issue does not only concern the Church and Cedar House School, but all the road users, pedestrians and motorists. The Town Council pointed out that County Councillor Ireton is on the Highways committee for NYCC and that it could be helpful to get him involved, and that this matter is on the agenda for discussion at item 152.2. DCllr Brockbank responded that Councillor Ireton is aware of the situation and that it's the highway officers who can make something happen.
David Williams gave a lengthy commentary on the condition of the town in general; road markings, maintenance and management; paint spraying; cameras; litter picking; and the verges on and around Grasmere Drive, with particular emphasis on dog waste and litter bins. When pressed to be specific about what he is requesting from the town council he stated that he is offering to maintain the grass around the doctor's surgery down to the fire station himself, so that part of the maintenance contract could be cancelled. When it was pointed out that Craven DC is responsible for the maintenance of that area and it's not the responsibility of Bentham Town Council, Mr Williams became agitated and was asked to leave the meeting by PCSO Jayne Grace.
Another member of the public reported that the problem with cars parking on the pavement on Robin Lane has not improved, especially in the narrow stretch just before the



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church. The council responded that the police have been asked to deal with this matter and that Robin Lane is on the agenda for discussion at item 152.1.

- 147 To Confirm the Minutes of the previous meetings on 4th November 2019
RESOLVED: That the minutes of the meetings of 4th November 2019 are agreed and be signed.
- 148 To receive the Clerks Report (for information only) – see end of these minutes
- 149 To receive the Police Report & allow members to ask questions for information - see end of these minutes for the police report
- 150 To receive Reports from Cllrs & DCllrs (for information only)
District Councillor Brockbank reported that she has today requested feedback on the cameras from Wayne Gray the Environmental Health Officer at Craven DC. She will forward details to the clerk when a reply is received.
Re litter bins: As not everybody is aware that it's permitted to dispose of dog waste bags in the normal litter bins, DCllr Brockbank will put an article in the Bentham News to publicise this information. She reported that Craven DC have an "unwritten policy" on bins, which is that if councils pay for bins Craven DC will empty them - however, Craven must approve the position of the bins first (they have to be accessible to be emptied safely). She suggested that the council should let Chris Fairhurst (waste operations manager) know what the requirements are (i.e. position of bins wanted) and that he will then assess the locations. If the council pass on a list of the requirements for bins to DCllr Brockbank, she will pass it on. (But see point 159).
- 151 Planning
- 151.1 To Consider and Comment upon New Applications
- 151.1.1 2019/21164/FUL Replacement windows and doors at 7-13, 15-21, 23-29 Banks Way, High Bentham, Lancaster, LA2 7JH
RESOLVED: That the council had no objections.
- 151.1.2 SNN/0536 A Street Naming and Numbering application has been received from Adam Carr Builders Ltd for the site at Gill Head Farm, Robin Lane, High Bentham, Lancaster.
RESOLVED: That the council has no objections.
- 151.2 To Receive Planning Decisions – **see clerks report**
- 151.3 To receive Correspondence on Planning Issues – **None**
- 151.4 To devise a way of responding to planning applications that require a response prior to the next full council meeting
RESOLVED: To schedule extra meetings to hear planning applications between full council meetings as required.
- 152 Highway Matters
- 152.1 To consider suggestions received by email from Mat MacEley-Young regarding double yellow lines on brow of Robin Lane, and the disabled bay on Main Street.
RESOLVED: To inform Mr MacEley-Young that the matters he raised were considered but that he needs to direct his suggestions to NYCC Highways department.
- 152.2 To consider the email from DCllr Brockbank regarding Road Safety at St Johns Church and Cedar House School and agree a way forward



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RESOLVED: That a way forward that could resolve the safety problems would be if the church/diocese and the school each gave up a strip of land on the North side, to allow a pavement to be installed on both sides of the road, with a pedestrian crossing.

RESOLVED: That the suggestion should be put to the church and to the school by DCllr Brockbank.

RESOLVED: DCllr Brockbank to list details in an email to the clerk of what has been suggested by Darren Grimes of the Highways department regarding a temporary VAS, and the alternative suggestions made by the highways department, for circulation.

152.3 To consider writing to the residents of Butterbergh re fence repair

RESOLVED: Not to do so.

152.4 To consider and comment upon consultation on proposals to make off-street parking places amendment orders

RESOLVED: No comments.

152.5 To consider and note highways matters for information

There is a pothole on Doctors Hill in Low Bentham, opposite Hill Side Road.

RESOLVED: Clerk to report.

Tatterthorn Lane: At the corner there are 2 bursts in the water main. It's been reported 18 times to Yorkshire Water. In current cold weather conditions ice is forming and its dangerous.

RESOLVED: Clerk to report it to Yorkshire Water.

153 To discuss procedures for voting at meetings

RESOLVED: To change Bentham Town Council standing orders back to the wording in the model standing orders, with the exception that the reference to "his vote" in this section will be replaced with "their vote".

154 To discuss the amendments to the NALC Model Financial Regulations

RESOLVED: Refer to Finance Committee.

155 To discuss, and try to find ways of making the Council more friendly and less distant from its electorate

RESOLVED: To arrange the chairs for the public closer to the tables for the councillors, so that there are less difficulties in hearing the proceedings.

156 To note the draft minutes of Marketing Committee on 11th November 2019

NOTED

157 To agree the accounts for Payment

Salaries	November	2697.93
Stramongate Press Printers	Calendar 2020	1095.60
Thomas Graham	Cleaning Materials	78.60
Kingsdale Projects	Trees at cemetery / power washing School Hill / re-sanding paving at School Hill / cut bolts off PHPF sign	940.00
Business Stream	Cemetery water	8.45
Business Stream	Town Hall water	53.20
Citron Hygiene	Sanitary Disposal	24.34



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Viking	Ink and Stationery	158.23
Barbara Rothwell	Decorating town hall	1660.00
Viking	Desk Diary	3.35
Tim Wheildon	Repair boiler at Community Youth Building	92.04
Craven DC	Refuse collection	53.42
Craven DC	Commercial waste excess charge	13.60
Swalec	Gas	143.59
Swalec	Gas	341.92
Aviva	Insurance	413.66
1 & 1 Ionis	Internet	8.44
NEST	Pension contribution	101.97
BT	TIP phone	59.44

RESOLVED: Approved

RESOLVED: Cllrs Adams and Faraday to authorise.

- 158 To discuss the annual inspection report on Philip Harvey Playing Field and agree a way forward
RESOLVED: Clerk to ask HAGS to come back and resolve the finger entrapment issue before Christmas.
RESOLVED: Clerk to ask HAGS to get inspection company back, at their own expense, to confirm that the finger entrapment issue has been resolve before the end of the year.
RESOLVED: All other items from the annual inspection report to be referred to Open Spaces committee.
- 159 To discuss the position regarding litter bins and agree a way forward
 DCllr Brockbank confirmed that if Bentham require "extra" bins they will have to pay for them. And that it is the person who is in charge of the operatives who can perform the risk assessment re bins.
RESOLVED: DCllr Brockbank to forward the name of the person in charge of bin operatives at Craven DC, and who can do risk assessment re bins, to the clerk.
RESOLVED: Clerk to request the person in charge of bin operatives at Craven DC to accompany Cllr Handford on a walk around Bentham in order to establish exactly where the risk assessment results would allow new and/or replacement bins to be situated and emptied by Craven.
- 160 To discuss Woodland Trust Tree Charter Day and free trees and agree a way forward
RESOLVED: To obtain free trees and pass on to the school, or plant fruit trees at PHPF.
- 161 To receive an update on the defibrillator programme
RESOLVED: Cllr Faraday to go ahead and order a new defibrillator cabinet.
RESOLVED: To wait and see what happens regarding the pay phone at Green Smithy, with a view to asking BT to leave the box and electric supply to house a defibrillator, if they decide to remove the pay phone.
- 162 To discuss the position regarding Bentham Christmas Lights and agree a way forward
RESOLVED: No further action this year. Await email detailing suggestions and/or plans for next year.



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- 163 To discuss the possible hiring out of tables
RESOLVED: To lend tables to schools provided they are not required at the Town Hall and that any damage is paid for, and liability is with the borrower.
- 164 To discuss position re boiler at Community Youth Building and agree a way forward
RESOLVED: Agreed that Tim Wheildon should go ahead and replace the timer with one that holds its memory when electric goes off.
- 165 To consider matters relating to Climate Emergency
RESOLVED: Include on agenda for next month.
- 166 To consider items of Correspondence
- 166.1 Letter of 08/11/19 from NYCC re Urban Grass Cutting arrangements 2020/2021: **Noted.**
- 166.2 Letter of 08/11/19 from Bentham Bonfire Committee. **Noted and dealt with at 162.**
- 167 To receive reports from Councillors who represent the council on other bodies (for information only)
- Victoria Institute: Cllr Bridgeman reported that the water bill problem has been resolved and a monthly amount agreed; the new treasurer is Sandra; new working partner called Vanessa for Andrea at Community Link Café; there will be a trash and treasure fund raising event; somebody has offered to do a children's play day; Huws Gray have offered to donate materials for the conservatory; a precept grant has been applied for; the boiler has been serviced; other maintenance work is ongoing.
- LASRUG: Cllr Adams will report next month.
- Aid in Sickness; Cllr Adams reported that it has been a break-even year. With spending in grants equivalent to receipts.
- Bentham Area Refugee Support Group (BARSG): Maggie Bruno reported on behalf of Cllr Taylor that there is a clothing collection point in the Looking Well for the Ripple Effect, a Lancaster Charity. Hoping that there will be a concert in the New Year probably March. Next hosting weekend likely to be June or July.
- 168 Items for the next meeting and minor items only
Road Safety issue at St Johns Church and Cedar House School to be on January agenda.
- 169 Date of next meeting: 6th January 2020
- There being no further business the meeting closed at 20.57.

CLERK'S REPORT TO BENTHAM TOWN COUNCIL, Dec 2019

1. Planning Decisions Received Since Last Meeting

1.1. GRANTED

- 1.1.1. 2019/20107/FUL Change of use of existing commercial workshop and stores to form 5 no. live/work units and 2 no. offices, including partial demolition of existing buildings at Pye Mill, Station Road, High Bentham, Lancaster.
- 1.1.2. 2019/20493/HH First floor bedroom extension and single storey side extension to house and swimming pool extension to rear of garage at Blossom Barn, Birkwith Lane, Low Bentham, Lancaster, LA2 7DF.



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- 1.1.3. 2019/20986/MMA Application to vary condition no 2 (Plans) on application reference number 2019/20438/FUL granted 6 June 2019 to allow Co-op estates to make changes to the layout and external alterations to the elevations at United Co Operatives Late Shop, Main Street, High Bentham, Lancaster, LA2 7HE.
 - 1.1.4. 2019/20997/HH Conversion of loft into master bedroom suite with new dormer and velux roof window at Sunny Bank, 48 Mount Pleasant, High Bentham, Lancaster, LA2 7LA.
 - 1.2. REFUSED – none
 - 1.3. WITHDRAWN – 2019/21003/FUL Change of use from retail area to additional residential area and external alterations at Black Bicycle, 8 Station Road, High Bentham, Lancaster, LA2 7LF.
- 2. Planning Correspondence**
- 2.1. None
- 3. Information Regarding Items Discussed at last Council Meeting (if not on agenda)**
- Goodenber Play Area** - The various options regarding the Council's potential involvement with the Goodenber Play Area have not been determined yet; more research is required, particularly regarding the legal position. This matter will be on the agenda for discussion at a full council meeting as soon as possible.
- 4. Items for Information – see information folder – Clerks & Council Direct, November 2019 issue 126**
- 5. Items circulated by email**
- 5.1. Community First Yorkshire
 - 5.1.1. Community First Yorkshire News 01/11; 08/11; 15/11; 22/11; 26/11
 - 5.1.2. Craven Volunteer Network meeting 12 Dec 2019
 - 5.2. Craven District Council
 - 5.2.1. Consultation on Aireville Park and CCTV in taxis.
 - 5.2.2. Craven DC Licensing Team – online survey and poster re CCTV in taxis.
 - 5.2.3. Important awareness issue – people sleeping in bins
 - 5.2.4. Adoption of Craven Local Plan 2012-2032
 - 5.2.5. Craven District Council News Nov edition
 - 5.3. NALC
 - 5.3.1. Newsletter 05/11
 - 5.3.2. New Guide to Tackle Loneliness
 - 5.3.3. Woodlands Trust – Free Charter Day and Free Trees
 - 5.3.4. Chief Executives bulletin 13/11; 15/11; 22/11
 - 5.3.5. Larger Councils Committee – vote
 - 5.3.6. Yorkshire Dales Millennium Trust – Affordable Housing Project
 - 5.3.7. Consultation: Strengthening police powers to tackle unauthorised encampments
 - 5.3.8. Legal Topic Note 22 Disciplinary and Grievance Arrangements
 - 5.4. NYCC - TBA
 - 5.5. North Yorkshire Community Messaging – North Yorkshire Police
 - 5.5.1. Staying Safe Online – Coffee Break Course
 - 5.5.2. Amazon scam call alert
 - 5.5.3. YouTube guide to avoiding impersonation fraud
 - 5.5.4. PCSO 3572 will be conducting a drop in at Bentham Co-op on Wednesday 27th November 2019 at 10am for roughly an hour. Please feel free to come along and have a chat.
 - 5.5.5. More help for victims of crime – new restorative justice service for North Yorkshire
 - 5.6. Rural Services Network
 - 5.6.1. The Rural Bulletin 05/11; 19/11; 26/11
 - 5.6.2. Rural Funding Digest Nov edition
 - 5.6.3. The Rural Bulletin Election edition 12/11



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5.7. YLCA

- 5.7.1. General Election – Guidance for Local Councils 05/11
- 5.7.2. Webinar training Nov 2019 / Dec 2019 / Jan 2020
- 5.7.3. White Rose update Nov edition 12/11
- 5.8. Bentham Christmas Lights 2019 – limited display details 04/11/19.
- 5.9. Email from DCllr Brockbank re road safety at St John's Church and Cedar House School, Low Bentham 07/11/19.
- 5.10. Email from David Longton re Heritage Trail walk and report.

6. Progress on Outstanding Matters

- 6.1. Trustees and management committee of Community Youth Café have accepted the invitation to meet with council representatives to discuss the condition of the building and the Youth Café's future plans on 10th December 2019.

POLICE REPORT TO BENTHAM TOWN COUNCIL, Dec 2019

Hi Christine

Please find your monthly police report for Bentham Town Council meeting 02.12.19

Hopefully incidents allowing I will be attending

We have had 44 incidents reported between 28.10.19 to 30.11.19

Reports include - General Admin from other Police force enquiries, Highway disruption – man hole cover, Suspect vehicle & person, RTC – non injury details exchanged, Safeguarding, Social Services & NSPCC, Concern for welfare – Ambulance dealing, False Alarm – Station Road, Sudden Death, Internet Fraud, Concern for welfare – checked in order

6 incidents relating to Young person's homes & school - joint partnership working with home & police

29.10.19 / 12.11.19 / 19.11.19 / 21.11.19 / 22.11.19 – Safeguarding - joint partnership working
01.11.19 – missing person – found safe & well
01.11.19 – Suspect
05.11.19 – Van parked Low Bentham – removed - joint partnership working
06.11.19 – Door to Door sellers – area searched no gain
09.11.19 – Suspect Drone – Mewith Lane
12.11.19 – Suspect incident – Lakeber area – checked & in order
17.11.19 – Suspect Vehicle Goodenber Road – area searched no gain
20.11.19 & 24.11.19 – Road Related offence – Manner of driving & suspect drink driver – area search no gain
22.11.19 – Domestic Incident
27.11.19 – Insecure vehicle – carpark Grasmere Drive area – in order
30.11.19 – Suspect Circumstances – torches on land Mewith Lane – area searched no gain

Crime Prevention - Protect your home, leave a light on

The darker nights are well and truly here, and this can catch residents out when it comes to home security. Too often, householders are making their properties an attractive proposition for burglars and thieves by leaving them in darkness.



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However, a few simple steps are all it takes to counter this risk – and this is where the police can help.”

- a well-lit home gives the impression that someone is in
- use timer switchers to turn lights on while you are out
- don't leave curtains closed during the day, only in the evening and overnight
- lock all windows and doors
- keep valuable items out of view
- keep gates well secured

Light up, Lock up

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

Useful site re Crime and policing in England which allows you to search re incident recorded in your area www.police.uk

You can also report safety issues under speed concerns on - www.roadwise.co.uk.

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

Kind Regards

Jayne

PCSO Jayne Grace
Collar number 5561
Dedicated Safer Neighbourhood PCSO
Settle Ingleton & Bentham area
North Yorkshire Police
101