

MINUTES of the Council Meeting held on Monday 2nd March 2020, at 7.30 pm in the Lower Town Hall.

Present: Cllrs Marshall (Chair), Adams, Bridgeman, Handford, Hill, Stannard, Swales, Taylor and Wills. CCllr Ireton. DCllrs Brockbank and Handley. The Clerk Christine Downey. Three members of the public.

- 241 To Receive Apologies from members unable to attend
Cllrs Burton and Faraday.
- 242 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.
- 243 To Receive Comment & Concerns
None.
- 244 To Confirm the Minutes of the previous meetings on 3rd February 2020 and 24th February 2020.
RESOLVED: That the minutes of the meetings of 3rd February 2020 and 24th February 2020 are agreed and be signed.
- 245 To receive the Clerks Report – see end of these minutes for clerk's report
- 246 To receive the Police Report – see end of these minutes for police report
- 247 To receive Reports from CCllr & DCllrs
CCllr Ireton reported that the budget has been set at 3.9 million. That there is relentless pressure on the budget, particularly on social services. That there has been temporary funding and that if this is withdrawn the consequences will be serious. The director of social services visited the extra care housing facility that's being built in High Bentham recently and was very impressed. It has been a major investment for Bentham.
- 248 Planning
- 248.1 To consider and comment upon New Planning Applications
- 248.1.1 2020/21310/FUL Two affordable homes & associated infrastructure. At land at Lakeber Drive, High Bentham, Lancaster.
RESOLVED: That the council has no objections to this application but requests that a local occupancy clause is applied the houses.
- 248.1.2 2020/21311/FUL Four affordable homes & associated infrastructure. At land at Duke Street, High Bentham, Lancaster.
RESOLVED: That the council has no objections to this application but requests that
A) additional car parking for other local residents is provided in the development
B) that the access needs to be high quality with hard surfaces; and
C) that the road should be adopted if possible.
- 248.1.3 2020/21451/HH Proposed loft conversion with rear dormer to create two additional bedrooms and a bathroom. At 25 Robins Lane, High Bentham, LA2 7AB.
RESOLVED: That the council has no objections.
- 248.1.4 SNN/01263 A street Naming and Numbering application has been received from Autumn Park Developments Ltd for the site at Low Bentham CP School, Doctors Hill, Low Bentham, Lancaster.

RESOLVED: That the council endorse the suggestion of “Old School Close”.

248.1.5 SNN/ 01392 Feedback is requested from Craven DC regarding the erection of street name plates at either end of Tatterthorn Road.

RESOLVED: That the council suggest that the name should be “Windy Hill leading to Tatterthorn Road”.

248.2 To receive Planning Decisions – **None.**

248.3 To receive Correspondence on Planning Issues – **see clerks report.**

249 Highways Matters: -

249.1 To consider email from Jim Mundy regarding the damaged road sign in Low Bentham

RESOLVED: That it will be arranged to reinstate the sign.

249.2 To consider and note Highway Matters for information

It was reported that the two largest pot holes on Toll Bar Road were filled in at the end of last week, but that others remain on that stretch of road that need attention and that this should be pursued.

Cllr Standard will photograph the very bad pot hole on Doctors Hill and report it on the highway’s portal.

There have been comments from a member of the public reading the recent roadworks on Main Street and the very poor traffic management arrangements. The clerk will express the councils concerns to the highways department and ask them to explain why the repairs are no longer done on one side of the carriageway first, and the other side later, so that the road is never entirely closed.

Cllr Stannard reported that he subscribes to a service advising of road works and closures and that he puts the information on the About Bethan website.

250 To note the draft minutes of the Buildings committee meeting of 10th February 2020
NOTED.

251 To note that all arrangements for work on the town hall must be organised by the chair of the buildings committee and the clerk
NOTED.

252 To discuss the Town Hall Conditions of Hire agreement in light of the fire risk assessment of 21/07/2017 and agree a way forward

It was reported that the following the refurbishment of the town hall that North Yorkshire Fire Service confirmed that the maximum occupancy remained at 385 for the whole building, the same figure as before the refurbishment. The North Yorkshire Fire Service only reassess a building if there have been significant alterations.

It was also reported that the electricals at the town hall were checked approximately five years ago by Harrison and Cross.

RESOLVED: To get the fire risk assessment done as soon as possible after 01/04/2020.

RESOLVED: When the fire risk assessment is done, a member of the marketing committee and a member of the buildings committee should be present, with a view to establishing why the number given for maximum occupancy differs from that confirmed by the North Yorkshire Fire Service – if it does this time.

253 To consider Open Space matters and quotes

253.1 To receive an update re the Heritage Trail

The trails have been walked and a schedule of defects produced.

RESOLVED: Cllr Handford will obtain a quote for the required work from Thomas Brown.

RESOLVED: Clerk to clarify the amount of donation toward the heritage trail work to be made by the Bentham News.

253.2 Cross Lane street lighting quote

RESOLVED: To proceed with the work quoted for by NYCC at an estimated cost of £4700.

254

To agree the **Accounts for Payment**

Thomas Graham	Soap dispensers	41.90
Thomas Graham	Cleaning products	102.84
Viking	Stationery	35.76
PPL PRS	PPL PRS after reduction	1029.36
Taylor Environmental Groundworks	Repair to fence adjacent to new houses at PHPF	69.60
Taylor Environmental Groundworks	Install duct for streetlight cable at Grasmere Close	2616.00
Andrews	PHPF bin sign £50; photocopying and A3 paper £40.50 + vat	108.60
Salaries	February 2020	2527.30
Tim Wheildon	Install new water boiler in galley kitchen	54.00
Craven DC	Garden waste at cemetery	36.00
Gareth Adams	Door closer from Screwfix	35.99
BT	TIP phone	49.67
Southern Electric	Town Hall electric	2304.90
Craven DC	Refuse collection	53.42
Aviva	Insurance	413.66
Swalec	Gas	462.58
Craven DC	Trade waste excess weight charge	13.60
NEST	Pension contribution	104.93

RESOLVED: Approved

RESOLVED: Cllrs Adams and Stannard to authorise.

255

To consider nominating a serving Parish Councillor to serve on the Standards Committee for Craven District Council until the Annual Council meeting in 2024

No nominations.

256

Community Emergency Plan: To review the plan

It was reported that the clerk is pursuing the consent forms for the inclusion of personal information and that only one reminder will be sent for these.

It was explained that the WhatsApp Group is a means of communicating information about an emergency to council members quickly, and that it will only be circulated to councillors.

RESOLVED: to publish the plan by the end of March, subject to several minor amendments by the clerk.

RESOLVED: Ownership of the Community Emergency Plan is with the town clerk.

RESOLVED: Cllr Adams to organise the WhatsApp Group which will run in tandem with the contact pyramid.

257 257.1

To discuss the long-term plan for the building

RESOLVED: To look into the sale of the building.

RESOLVED: To arrange a meeting between the trustees/managers of the Youth Café and the buildings committee to discuss the position.

RESOLVED: To obtain legal advice on the tenancy agreement.

RESOLVED: In the meantime, any essential work to be done.

257.2 To discuss the list of repairs required to make the Community Youth Building fit for purpose in the short term

It was reported that the CYB passed the electrical test and that the other items detailed on the report by Mark Burrows are observations only.

It was also reported that the Youth Café have a tenant repairing lease and that consequently they are responsible for replacing missing bulbs/lamps, and that the council is responsible for faults with the infrastructure.

257.2.1 Porch light

257.2.2 Full electric service

257.2.3 Ceiling & plastering in kitchen and top room

257.2.4 Damp treatment and dehumidifiers

257.2.5 Front door

257.2.6 Replacement windows

RESOLVED: To proceed with all the work that is to the infrastructure.

RESOLVED: Refer emptying the gutters to the buildings committee.

258 To receive items of correspondence

258.1 Email from Rev Russell re VE day celebrations – received.

258.2 Water analysis from Yorkshire Water re Tatterthorn Lane – received.

258.3 Final response from BT re removal of telephone kiosk at Taylors garage and adjacent to Victoria Institute – received.

259 To receive reports from Councillors who represent the council on other bodies

Christmas Lights: Cllr Wills reported that there is to be another meeting this month. That there will be a walk of the Main Street, that suitable positions for anchor points for Christmas lights will be identified, and that permission to fix anchor points in place will be requested from property owners. There is a fund-raising walk of the Heritage Trail on Easter Sunday.

Victoria Institute: Cllr Bridgeman reported that there is a Crime and Police Commissioners election on 04/05/2020 which will bring in funds of £400.00. Awarded £5000.00 in the precept from Bentham Town Council which will go towards cost of conservatory. Everything else in order or in hand. Fundraising events are: -

15/02/2020 CLC coffee morning

07/03/2020 Chocolate bingo

11/04/2020 VI Coffee morning

17/05/2020 Plant sale

05/07/2020 BBQ

31/08/2020 Fair

04/10/2020 Trash & Treasure.

Bentham Area Refugee Support Group: Cllr Taylor reported that there is a fund-raising event in the town hall on Saturday 7th March at 7.00 pm. In aid of The Ripple Effect.

Alms Houses: Cllr Marshall reported that another resident has been appointed and that applications can be made to Ian Wood. Applications are kept on file for a period of three months after which they lapse and it would be necessary to reapply for a vacancy.

260 Items for next meeting and minor items only

None.

261 Date of next meeting: - 06/04/2020

There being no further business the meeting closed at 20.45.

CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 2nd March 2020

1. Planning Decisions Received Since Last Meeting 24/02/2020

- 1.1. **GRANTED** – None
- 1.2. **REFUSED** – None
- 1.3. **WITHDRAWN** – None

2. Planning Correspondence

- 2.1. Response from BT re consultation on the removal of BT telephone kiosks is
 - 2.1.1. Opposite Taylors Garage, Mewith, Bentham **will remain in service.**
 - 2.1.2. Adjacent to Victoria Institute, Main Street, Low Bentham **will remain in service.**

3. Items for Information – see information folder – None.

4. Items circulated by email

- 4.1. Community First Yorkshire
 - 4.1.1. Weekly update 07/02; 14/02; 21/02; 28/02
 - 4.1.2. Rural News 24/02
- 4.2. Craven District Council
 - 4.2.1. details of Happy to Chat benches scheme 05/02
 - 4.2.2. Yorkshire Water Biodiversity Enhancement programme, call for projects 17/02
- 4.3. Lancaster City Council – Help shape how the number and concentration of Houses in Multiple Occupancy in Lancaster are Managed – Consultation 21/02
- 4.4. NALC
 - 4.4.1. Chief Executives Bulletin 07/02; 14/02; 21/02
 - 4.4.2. Newsletter 12/02
 - 4.4.3. study tour 2020/2021 details
- 4.5. North Yorkshire Community Messaging – North Yorkshire Police
 - 4.5.1. Weekly updates
 - 4.5.2. HMRC scam
NYCC: -
 - 4.5.3. Consulting on a new policy on developer contributions for education (parishes) 19/02
 - 4.5.4. Better deal for bus users – funding for supported bus services 2020/2021. 26/02
- 4.6. Rural Services Network
 - 4.6.1. The Rural Bulletin 04/02; 11/02; 18/02; 25/02
 - 4.6.2. Monthly bulletin 05/02
 - 4.6.3. Rural Strategy roadshows 2020
- 4.7. YLCA
 - 4.7.1. NALC e-bulletin 02/02
 - 4.7.2. White Rose Update 10/02; 17/02; 21/02; 28/02

5. Progress on Outstanding Matters if not on agenda - Goodenber Play Area: -

Copy of the charity constitution from the Goodenber Play Area Association is waited. On receipt advice will be taken from YLCA regarding what the council may and may not do in relation to a charity.

POLICE REPORT TO BENTHAM TOWN COUNCIL, 2nd March 2020

Hello

Sorry its late

Please find your monthly police report for Bentham Town Council meeting 02.03.20

We have had 41 incidents reported between 01.02.20 to 02.03.20

Reports include - General Admin from other Police force enquiries, Abandon Vehicle – checked in order, Fraud incidents, Door to Door sellers, Vehicle damaged Station Road, Abandon Call, Highway disruption,

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

6 reports of Domestic Incidents

01.02.20 – Suspect Vehicle Grasmere – checked all in order
 03.02.20 – Burglary – Lakeber area
 04.02.20 & 07.02.20 Suspect vehicles
 08.02.20 – ASB nuisance youths Grasmere
 14.02.20 – Concern for safety – checked in order
 21.02.20 – ASB nuisance – Mewith Lane
 22.02.20 – RTC – vehicle rolled into Co-op
 26.02.20 – Suspect Vehicle – Dr Hill
 26.02.20 – Males on Land with dogs – Mewith Lane
 27.02.20 – Concern for safety – in order joint partnership working
 28.02.20 – Suspect vehicle & males
 28.02.20 – Missing person – found safe & well
 01.03.20 – Concern for welfare

Settle, Ingleton & Bentham Rural Watch volunteers

Joint partnership working with members conducting joint patrols with police covering the local area. If you would like to get involved or support Settle, Ingleton & Bentham Rural Watch then please contact - SNACraven@northyorkshire.pnn.police.uk

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.

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

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