

**MINUTES of the Council Meeting held on Monday
15th November 2021, at 7.30 pm – in the Ballroom,
Bentham Town Hall.**

Present: Cllrs Swales (Chair), Adams, Bridgeman, Burton, Faraday, Hill, Taylor, and Wills. DCllr Brockbank. The Clerk Christine Downey. And one member of the public.

- 211 Apologies from members unable to attend: -
211.1 To Note Apologies for absence given in advance of the meeting.
Cllrs Marshall and Stannard.
211.2 To consider acceptance of reasons for absence.
None.
- 212 Declaration of interests: -
212.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
Cllr Hill declared an interest in item 222.
212.2 To approve dispensation requests.
None.
- 213 To Receive Comment & Concerns: Public Participation – to hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consideration.
(NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification).
- DCllr Brockbank reported that various shared ownership properties will be becoming available and please pass on the details to local residents. Shared ownership with CDC. Any local residents with an interest should contact Linda or Emily Shepherd at CDC. The properties are: -
4 x 2 bed, Duke Street, £170K - £180K.
2 x 1 bed on Banks Way
2 x 2 bed at Felstead.
- 214 To Confirm the Minutes of the previous meeting of 1st November 2021. (Paper 2021/201)
RESOLVED: That the minutes of the meeting of 1st November 2021 are agreed and be signed.
- 215 To consider and comment upon New Planning Applications: -
215.1 2021/23302/FU: Change of use of land to residential garden, construction of timber garage and workshop, and extend existing drive with permeable surface. Clovelly, Low Bentham Road, High Bentham, Lancaster, LA2 7BS.
RESOLVED: That the council has no comments on this application.
215.2 2021/23454/TPO: T1 Sycamore – removal of secondary growth. 11 Butterbergh, High Bentham, Lancaster, LA2 7FG.
RESOLVED: That the council has no comments on this application.
- 216 To consider the following correspondence and to agree a way forward and/or a response:
216.1 CDC consultation on proposed changes to the local list of planning applications requirements. The consultation period runs until 03/12/2021. (Paper 2021/199)

- RESOLVED: That the Councils response is that it is favour of the changes if they will speed up the planning application process, and it is against the changes if they will slow down the planning application process.**
- 216.2 CDC consultation on draft revised Statement of Community Involvement for Planning. End of consultation period 22/11/2021. (Paper 2021/202)
RESOLVED: Covered at 216.1.
- 217 Marketing matters: -
- 217.1 To agree the Minutes of the previous marketing committee meeting on 21st June 2021. (Paper 2021/203)
RESOLVED: That the minutes of the marketing committee meeting of 21st June 2021 are agreed and be signed.
- 217.2 To receive an update regarding the 2022 Calendar.
Received. It is now on sale.
- 218 To review the grass cutting tender documents and maps, and to agree a way forward. (Papers 2021/204, 205, 206 and 206A.
For future reference: Expressions of interest can be requested and received before the tender document has been finalised.
RESOLVED: Remove all reference to Butterbergh.
RESOLVED: That the % rate of annual increase to be specified in the tender document is 2.5%.
RESOLVED: Amend map 8B as necessary so that the verges are labelled A, B, C and D.
RESOLVED: That the tender document should request a quote for the hourly rate for ad hoc work.
RESOLVED: That the submission deadline for tenders is 1st January 2022.
RESOLVED: That subject to the above amendments the tender document can go out to interested parties.
RESOLVED: Notice of invitation to tender to be displayed on the two public noticeboards.
RESOLVED: Notice of invitation to tender to be included on the Council website, the Bentham News website, and the Council facebook page.
RESOLVED: Clerk to email the final tender document to interested parties, including those who have tendered in the past.
RESOLVED: All ad hoc work to be approved by full council.
- 219 To discuss arrangements for the gritting of pavements in High Bentham and Low Bentham and to agree a way forward. (Paper 2021/207)
RESOLVED: That temporary measures to deal with the gritting of pavements will be instigated for the rest of this council year.
RESOLVED: That £1,000.00 is allocated to gritting from the parish caretaker's budget for this year 2021/2022.
RESOLVED: That the pavements are to be be gritted when conditions are exceptional enough to warrant it.
RESOLVED: That it will be decided in due course when conditions are exceptional enough.
RESOLVED: Decisions that the conditions are exceptional enough to warrant pavement gritting will be taken in due course, and may be taken by any four councillors, without prior approval at a council meeting.
- 220 Heritage trail work: -
- 220.1 To receive a budget update. (Paper 2021/208)
Received.

- 220.2 To consider the purchase of additional red waymarker signs and agree a way forward. (Paper 2021/209)
RESOLVED: Clerk to purchase 50 additional red waymarkers.
- 220.3 To consider a quote for the final work on the Heritage Trail footpaths and agree a way forward. (Paper 2021/210)
RESOLVED: To proceed with the quote for the plastic option at a cost of £3,586.
RESOLVED: Clerk to follow up on the request for NYCC to make a contribution towards the cost of the work on the Heritage Trail.
- 221 To receive an update from Cllr Bridgeman on the position regarding the wording on the Philip Harvey sign.
RESOLVED: Cllr Bridgeman to request that the work goes ahead.
- 222 To consider displaying a sign on the planters at School Hill to say that they were planted by Howard-James Garden Company.
Cllr Hill left the room.
RESOLVED: Not to display a sign in the planters.
RESOLVED: That a letter of thanks will be sent to Cllr Hill.
RESOLVED: Cllr Adams will take a photograph of the planters for the Bentham News, and Cllr Hill to be thanked in the Bentham News.
Cllr Hill returned to the meeting.
- 223 To consider hedge tidying/trimming in cemetery and agree a way forward. (Paper 2021/211)
RESOLVED: Clerk to instruct Thomas Brown to proceed with tidying up the cemetery.
- 224 To consider two quotes for double glazed windows in rear gable of Town Hall. (Papers 2021/184 and 184A)
RESOLVED: To proceed with the PVC option as per the quote of £523 + vat.
- 225 To review the draft article 'Stand for what you believe in- Become a Bentham Town Councillor', and to agree a way forward. (Paper 2021/212)
RESOLVED: Proceed with the article for publication in the Bentham News.
RESOLVED: Cllr Adams to produce a much shorter version for inclusion on the website.
- 226 To receive items of correspondence for information only: Letter of 01/11/2021 from Rt Hon Julian Smith MP. (Paper 2021/213)
RESOLVED: Clerk to write thanking the MP for his letter and asking for details of how local people can now arrange a meeting with him.
- 227 Items for next meeting and minor items for information only.
MINOR ITEM
It was reported that the defibrillator has been installed at Myers. This information should be included on the council website and facebook page,
Agenda items need to be raised in this section of each meeting or by emailing details to the clerk. Agenda items are not obtained from the WhatsApp group which is for points of general information only and not for council business, as previously agreed.
If it becomes necessary to move the regular Monday SELFA booking upstairs into the Ballroom in order to allow council meetings to return to the Lower Hall, SELFA's booking fee for the Ballroom will be charged at the same rate as they pay for the Lower Hall booking.
AGENDA ITEM
To consider moving council meetings to a different day of the week in future.

228

Date of next meeting: 6th December 2021,

There being no further business the meeting closed at 8.45 pm.