

## **MINUTES of the Council Meeting held on Monday 5<sup>th</sup> July 2021, at 7.30 pm – in the Ballroom, Bentham Town Hall.**

Present: Cllrs Swales (Chair), Adams, Burton, Faraday, Marshall, Stannard, Taylor and Wills. CCLlr Handley. The Clerk Christine Downey. And four members of the public.

- 76 Apologies from **members** unable to attend: -
- 76.1 To Note Apologies for absence given in advance of the meeting.  
**Cllrs Bridgeman, Handford, and Hill.**  
**CCLlr Ireton.** (Not present but report provided)  
**DCLlr Brockbank.**
- 76.2 To consider acceptance of reasons for absence.  
**None.**
- 77 Declaration of interests: -
- 77.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.  
**Cllr Adams declared an interest in item 94 re Goodenber Road Play Area.**
- 77.2 To approve dispensation requests.  
**None.**
- 78 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).  
**None.**
- 79 To Confirm the Minutes of the previous meeting on 21st June 2021. (Paper 2021/104)  
**RESOLVED: That the minutes of the meeting of 21<sup>st</sup> June 2021 are agreed and be signed.**
- 80 To receive the police report and allow members to ask questions for information – if any. (Paper 2021/105)  
**Received.**
- 81 To receive a report from the Public Safety Officer and allow members to ask questions for information – if any.  
**The public safety officer reported that: -**  
**A) There are now “No Dogs” signs at PHPF that give out his phone number. However, no calls have been received.**  
**B) The fire station is a community building and ways to open it up to the public are being pursued.**
- 82 To receive the clerks report (for information only). (Paper 2021/106)  
**Received.**
- 83 To receive reports from CCLlrs and DCLlrs (for information) – if any.

DCLlr Handley reminded everybody of the existence of ward members grants, and that organisations can apply for a contribution towards projects.

CCLlr Ireton’s report was read out by the clerk and will be circulated.

Report for Bentham Town Council: -

North Yorkshire's Rural Commission, the first of its kind nationally, has set out far-reaching recommendations to bring about the levelling up of rural communities and to transform the region into one that has more young people, has a thriving rural economy and is fully connected.

The Commissioners, experts in rural affairs, have drawn up a series of radical, hard-hitting actions in a final report "Rural North Yorkshire: the way forward".

The Commission is strongly of the view that devolution is a priority for rural North Yorkshire. The Commission believes that central government must ensure additional powers and funding for the devolved authority so that it has real capacity within the region for decision making and control of significant funding.

This devolved authority must be advised by a Task Force that would include civil servants, rural business, banking and industry, academic and scientific expertise, and local communities to help implement the recommendations of this report. The Commissioners firmly believe that a devolved authority is central to achieving effective levelling up for rural and remote North Yorkshire.

A key challenge for rural North Yorkshire is the missing generations of young people who do not live and work in the region. The Commission has estimated that if North Yorkshire had the same percentage of younger adults per head of population as nationally, there would be over 45,500 additional younger working age adults living in the county than there are today and North Yorkshire would be £1.5 billion better off annually.

This raises difficult and hard policy questions that must be addressed, and the Commission's recommendations are hard-hitting. Affordable rural housing must become a reality rather than an aspiration and this will require more houses in rural and remote areas rather than on the edges of market towns. The Commission believes it is possible to achieve this objective without compromising the region's beauty.

- 84
- 84.1 To consider and comment upon new planning applications: -  
2020/22176/FUL. Partial demolition of an existing garage and section of stone wall. Erection of single-storey 2-bedroom annex for use as holiday accommodation. Alterations to stone wall to create pedestrian access. At Mewith House, Mewith Lane, Low Bentham, Lancaster, LA2 7DH.  
**RESOLVED: The Council has no comments on this application.**
- 84.2 2021/22867/FUL. Change of use to 2 dwellings (Class C3 - Dwellinghouses), construction of replacement rear extension, and other alterations. 6 Station Road, High Bentham, Lancaster, LA2 7LF.  
**RESOLVED: The Council has no comments on this application.**
- 84.3 2021/22959/VAR. Application to vary condition 2 (approved plans) of approved planning permission 2020/21311/FUL. Land at Duke Street, High Bentham, Lancaster.  
**RESOLVED: The Council has no comments on this application.**
- 85 To consider and note Highway matters for information – if any. (Councillors can comment on any minor highway issues currently causing concern).  
Greystonegill Bridge: A few stones have been plucked out by floods. There is a concern that if nothing is done the whole bridge is at risk.

**RESOLVED: Clerk to report to highways.**

Very deep pot hole as road turns in to Duke Street, but not a highway matter. Thomas Marshall will deal with this.

86

Usage of the Town Hall: -

86.1 To consider reopening the Town Hall for coffee mornings and to agree a way forward.

**RESOLVED: To recommence coffee mornings from 19<sup>th</sup> July, subject to the relaxation of covid restrictions by the government from that date.**

**RESOLVED: That individual organisations will be responsible for deciding what covid measures they need to take from 19<sup>th</sup> July.**

86.2 To consider the position regarding usage of the stage and to agree a way forward.

**RESOLVED: That the stage can be used again from 19<sup>th</sup> July, subject to the relaxation of covid restrictions by the government from that date.**

87

To agree the Accounts for payment

Viking	Ink	138.29
Viking	Hazard tape x 2	28.50
Viking	Stationery	36.29
Business Stream	Water Town Hall	22.23
Business Stream	Water Cemetery	11.68
Tim Wheildon	Gas safety check 3 boilers at Town Hall, repair to Vaillant boiler at town hall, and gas safety check boiler at CYB.	563.76
Myers Building Supplies	Saen treated green carcassing.	7.78
YLCA	Webinars on Chairmanship skills 1 and 2.	60.00
Andrew Tennant	Grass cutting at playing field = grant.	960.00
James Hallam	Insurance – British Engineering Services.	31.03
Salaries and mileage allowance	June 2021	2,713.07
HMRC	PAYE & NIC	1,955.83
Glasdon	Six benches	3,142.30
Stannah	Lift service	196.42
Kingsdale Projects	Grass cutting, cleaning path at cemetery, parish caretaking.	2,945.00
Yorkshire Internal Audit Services	Internal audit of 2020/21 accounts.	335.00
Duxbury's Discount Store	Large plastic boxes with lids for storage of stage curtains.	42.00
Salaries and mileage allowance	July 2021	2,498.93
SSE Swalec	Unmetered electric supply	89.25
Craven DC	Trade waste	55.10
Total Gas & Power	Electric Town Hall	357.20
NEST	Pension contribution	110.36
1 & 1 Ionis	Internet	18.00

**RESOLVED: Approved.**

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

88

To sign and approve the Annual Return: -

88.1 To review the statement of internal control and the effectiveness of the system of internal control. (Papers 2021/107 and 2021/108)

**RESOLVED: That papers 2021/107 and 2021/108 were reviewed and agreed without amendment.**

88.2 To receive the audit report from the internal auditor. (Paper 2021/109)

**Received.**

88.3 To review the effectiveness of the internal auditor. (Paper 2021/110)

**RESOLVED: That paper 2021/110 be accepted and agreed.**

88.4 To confirm Yorkshire Internal Audit Services appointment for the year 2021/2022.

**RESOLVED: That Yorkshire Internal Audit be reappointed as internal auditors for 2021/2022.**

88.5 To review and agree the council audit plan for 2021/2022. (Paper 2021/111)

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

88.6 To receive the Annual Internal Audit Report for 2020/2021. (Paper 2021/112 page 3)

**Received.**

88.7 To agree and approve the annual governance statement. (Paper 2021/112, page 4 – Section 1)

**RESOLVED: That the Annual Governance Statement be agreed and approved.**

88.8 To agree and approve the accounting statements. (Paper 2021/112, page 5 – Section 2)

**RESOLVED: That the Accounting Statements be agreed and approved.**

89 To review the Standing Orders which have been amended in respect of public participation at committee meetings. (Paper 2021/113)

**RESOLVED: That the Bentham Town Council standing orders 2021, as amended, are reviewed and agreed.**

90 To consider the number of council meetings being held and agree a way forward. (Paper 2021/114)

**RESOLVED: To suspend the Building Maintenance, Marketing and Open Spaces committees for the rest of the 2021/2022 council year.**

**RESOLVED: To convene two full council meetings per month (except August) for the rest of the 2021/2022 council year.**

91 To receive an update regarding The Bentham Masterplan if available, and agree any actions. No update as such was available.

A discussion ensued, the main points of which were: -

That the Bentham Master Plan is an opportunity to do something more than just regular maintenance and promotion of the town, and that it needs to be much more ambitious than just aiming to enhance/upgrade the Grasmere Drive car park.

It should be viewed as an opportunity to look at regeneration, and ways in which to take Bentham forward for the next 40 or 50 years.

That the station is the towns biggest asset and making it into a hub for the town should be considered under the Bentham Master Plan scheme. This could potentially include linking the station with electric car charging points wherever they are, (maybe Grasmere Drive car park), providing charging points at the station, ebikes, public toilet, even staffing the hub.

That provision of industrial units needs to be considered under the scheme.

That provision of a community building needs to be considered under the scheme.

That there should be electric car charging points at Grasmere Drove car park regardless of what the Bentham Master Plan can bring to the town.

92 Open Spaces matters: -

92.1 Regarding Philip Harvey Playing Field: -

92.1.1 To consider a quote for a "No parking in front of these gates" sign. (Paper 2021/115)

**RESOLVED: To proceed subject to a slight change of wording, so that the sign reads "Please keep this gateway clear. Access required at all times".**

- 92.1.2 To consider installing more “No Dogs” signs.  
**RESOLVED: Not to proceed. Wait and see if the temporary signs produce any calls to the public safety officer about dogs in PHPF.**
- 92.1.3 To review items from inspection reports and agree a way forward. (Paper 2021/116)  
**RESOLVED: Unresolved items to be dealt with on Thursday 8<sup>th</sup> July by the Sovereign team.**
- 92.2 To consider the recommendations from the Open Spaces committee for the six benches to be replaced in the current year. (Paper 2021/117)  
**RESOLVED: The sites for the six new benches agreed as those identified in paper 2021/117.**
- 92.3 To consider the quote for way markers for the Heritage Trail and to agree a way forward. (Paper 2021/118)  
**RESOLVED: To accept the quote for the markers for the Heritage Trail from DAB Graphics at a total cost of £213.30 plus vat.**
- 93 To consider quotes for the valuation of the Community Youth Building and to agree a way forward: -  
DCllr Handley declared an interest.  
**RESOLVED: To obtain two quotes.**
- 93.1 From Fisher Hopper. (Paper 2021/119)  
**RESOLVED: To accept the quote for a valuation of the CYB from Fisher Hopper at a cost of £75 plus vat.**
- 93.2 From Richard Turner & Sons. (Paper 2021/120)  
**RESOLVED: To accept the quote for a valuation of the CYB from Richard Turner & Sons at a cost of £150 plus vat.**
- 94 To consider the situation regarding CCTV at Goodenber Road play area and to agree a way forward. (Paper 2021/121)  
**RESOLVED: Clerk to let PC Jayne Grace know the history and current position.**
- 95 To receive reports from councillors who represent the Council on other bodies for information only – if any.  
**Collingwood and Longstaffe:** Cllr Marshall reported that there was a meeting recently to discuss health and safety matters, and that the building work continues. No current vacancies.
- 96 Items for next meeting and minor items for information only.  
Items for next agenda: -  
To consider council involvement in a Community Led Plan.  
Minor items: -  
Clerk to chase up the invitation for Paul Williams or a board member from Angus’s to attend an informal meeting to discuss the long-term future of the playing field.  
Site meeting to be arranged to discuss how to progress the repositioning of Lamppost 21 in Low Bentham.  
Cllr Adams to forward list of applicants to be the beneficiary of the 2022 Calendar profit that have been received on social media to the clerk.
- 97 Date of the next meeting: To be advised.
- There being no further business the meeting closed at 8.34 pm.

**CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 30 June 2021**

**1. Planning Decisions Received Since 31<sup>st</sup> May 2021 (Date of last clerk's report).**

**1.1. GRANTED**

- 1.1.1. 2020/21522/OUT. Outline application with some matters reserved for new detached 3-bedroom, 2 storey dwelling. Land North of Fern House, Burton Road, Low Bentham, Lancaster, LA2 7ER.
- 1.1.2. 2020/22230/HH. Regulation application for garage, glazed sun room, garage conversion a built. 2 The Park, Doctors Hill, Low Bentham, LA2 7FN.
- 1.1.3. 2021/22461/FUL. Proposed single detached domestic family dwelling house and detached garage, including access, parking and turning area. (Previous outline approval for development of single detached dwelling ref 2018/18986/OUT). At Land Off Springfield, High Bentham, Lancaster, LA2 7LA.
- 1.1.4. 2021/22614/HH. Single storey extension for breakfast room and 2 offices and basement tack room. At Mill Dam Farm, Mewith Lane, Mewith, Bentham, Lancaster, LA2 7AX.
- 1.1.5. 2021/22729/HH. First floor extension to side and rear. 10 Lakeber Avenue, High Bentham, Lancaster, LA2 7JJ.

**1.2. REFUSED – none**

- 1.3. **WITHDRAWN** – 2021/22702/OUT. New detached 3-bedroom, 2 storey dwelling. Land North of Fern House, Burton Road, Low Bentham, Lancaster, LA2 7ER.

**2. Highway's information**

- 2.1. NYCC – Teckal Letter dated 26/05, circulated 01/06.

**3. BENTHAM MASTER PLAN**

- 3.1. Email 17/06/21 confirming nothing further to come from David Smurthwaite.

**4. Items circulated by email**

- 4.1. THE QUEEN'S PLATINUM JUBILEE BEACONS 2nd JUNE 2022. Circulated 14/06.
- 4.2. URGENT CHANGE TO THE COMMUNITY THANK YOU ON 4TH JULY. From Rev Anne, circulated 21/06.
- 4.3. **Citizens Online Project** –
  - 4.3.1. Details of. 02/06.
  - 4.3.2. Supporting those across North Yorkshire County who may be Digitally Excluded. 10/06.
- 4.4. **Community First Yorkshire** - Weekly updates
- 4.5. **Community Led Homes North Yorkshire & East Riding Hub: CLH Workshop: the planning stage of your community led housing project 8 July. Circulated 21/06.**
- 4.6. **Craven District Council**
  - 4.6.1. **Craven Community News** 29/06
- 4.7. **Environment Agency** - River Lune Net Limitation Order and Byelaws. 10/06.
- 4.8. **Lancaster City Council: Planning Policy & Housing Strategy E-Newsletter May 2021. 08/06.**
- 4.9. **HAGS**: Operational Inspection report on Philip Harvey Playing Field. Conducted 19/05/21. Circulated 10/06.
- 4.10. **NALC**
  - 4.10.1. Chief Executives Bulletins.
  - 4.10.2. Coronavirus updates.
  - 4.10.3. Online events – regular updates.
  - 4.10.4. NALC launch new ground-breaking online conference. 21/06.
- 4.11. **North Yorkshire Community Messaging – North Yorkshire Police**
  - 4.11.1. Weekly updates
- 4.12. **Rural Services Network**

- 4.12.1. Weekly updates.
- 4.12.2. Funding digest June edition. 03/06.
- 4.13. **YLCA**
  - 4.13.1. Training bulletins. 01/06. 07/09. 24/06.
  - 4.13.2. White Rose updates. 01/06.
  - 4.13.3. COUNCILLORS DISCUSSION FORUM SESSION TUESDAY, 8 JUNE 2021 – 6.45PM – 7.45PM Free of Charge. Circulated 07/06.
  - 4.13.4. COUNCILLORS DISCUSSION FORUM SESSION - THURSDAY, 24 JUNE 2021 6.45PM – 7.45PM Free of Charge. Circulated 21/06.
  - 4.13.5. Craven Annual Branch Meeting - Wednesday, 23 June 2021 at 6.45pm. Circulated 08/06.
  - 4.13.6. Committees, Sub-Committees and Delegation Webinar Session – Tuesday, 15 June 2021 10.00am to 11.30am. Circulated 08/06.
  - 4.13.7. Chairmanship Skills Webinar Session – Wednesday, 16 June 2021 2.00pm to 4.00pm and Thursday, 17 June 2021 2.00pm to 4.00pm (in 2 parts). Circulated 08/06.
  - 4.13.8. FINANCE FOR COUNCILLORS TRAINING COURSES BY THE PARKINSON PARTNERSHIP (STEVE PARKINSON). Circulated 14/06.
  - 4.13.9. Details of free Cloudy IT training. 14/06.
  - 4.13.10. Law and Governance bulleting 16 June 2021.
  - 4.13.11. STRUCTURING AND APPOINTING COMMITTEES AND SUB—COMMITTEES WEBINAR SESSIONS – 21 June and 25 June. Circulated 21/06.
  - 4.13.12. The Queen's Platinum Jubilee Beacons - 2nd June 2022. Circulated 25/06.

## **POLICE REPORT**

Please find your monthly police report for Bentham Town Council meeting 05.07.21

We have had 42 incidents reported between 02.06.21 & 01.07.21

Reports include – General Admin from other Police force, General Admin from other agencies, Abandon calls, suspicious circumstances, False Alarm Sounding. Absconder, Dog in car, Civil dispute, Domestic incidents, Fraud – mobile national insurance & Highway disruption – BDV

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

03.06.21 & 18.06.21 – ASB Personal

04.06.21 & 26.02.21 – Licencing – Covid19 – Gatherings

04.06.21 – Concern for safety / welfare – Joint partnership working

05.06.21 - Concern for safety/welfare – in order

07.06.21 & 14.06.21 – Concern for safety / welfare – Joint partnership working

08.06.21 – Suspect /concern – checked in order

09.06.21 – Road Related offence – drink driving

11.06.21 – ASB/harassment

13.06.21 - ASB Nuisance – Car Rally – Mewith Lane

15.06.21 – RTC – vehicle rolled into another

16.06.21 - Road Related offence – manner – Robin Lane

18.06.21 - Concern for safety/welfare – in order

26.06.21 – Concern / domestic

28.06.21 – Domestic dispute

28.06.21 – Crime Violence

08.06.21 – ASB Nuisance – Evening 08.05.21 – unknown persons in Play Park at Wesley Close reported throwing stones over the hedge into residents' properties, this action is extremely dangerous & could cause serious injuries – any information call 101 ref 0453

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).

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

Jayne

PCSO Jayne Grace

Collar number 5561

Dedicated Safer Neighbourhood PCSO

Settle Ingleton & Bentham area

North Yorkshire Police

101

[Jayne.Grace@northyorkshire.police.uk](mailto:Jayne.Grace@northyorkshire.police.uk)