



BENTHAM TOWN COUNCIL

MINUTES of the Open Spaces Committee on Monday 4th May 2021 – Conducted remotely. 7.30 pm.

- Present: Cllrs Bridgeman (Chair), Burton, Faraday, and Marshall. The clerk Christine Downey. Cllr Adams attending as a member of the public. And one other member of the public.
- OS1 To elect a Chairperson for 2021/2022.
RESOLVED: That Cllr Bridgeman be elected as Chairman of the Open Spaces Committee for the year 2021/2022.
- OS2 Apologies from members unable to attend: -
- 2.1 To note apologies for absence given in advance of the meeting.
Cllrs Handford and Stannard.
- 2.2 To consider acceptance of reasons for absence – if consideration of reasons requested.
None.
- OS3 Declaration of interest: -
- 3.1 To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interest.
None.
- 3.2 To approve dispensation request – if dispensation request received.
None.
- OS4 To approve minutes of 8th March 2021. (Papers OS2021/13)
RESOLVED: That the minutes of the meeting of 8th Mach 2021 are agreed and be signed.
- OS5 To receive an update on the Open Spaces budget. (Paper OS2021/12)
Received.
RESOLVED: Quotes for the replacement public notice board in Low Bentham (like for like), will be chase by Cllrs Burton (Stephen Frankland), Farady (Ben Dawson) and Marshall (Jonny Lawson).
- OS6 Street Lighting renewal programme – to receive an update regarding Barn ducting recently installed near Duke Street/High Bentham Business Park (just up from lamppost 34), and to agree a way forward.
Update received from Cllr Marshall.
RESOLVED: Cllr Marshall to report further on possible options re Barn ducting installation at next Open Spaces meeting
- OS7 Planting: -
- 7.1 To consider arrangements for hanging baskets and to agree a way forward. (Paper OS2021/14)
RESOLVED: Cllr Marshall to liaise with Jill Heseltine and/or Lynn Whitaker at CDC and to report back in due course.
- 7.2 To consider how to encourage more planting outside premises on the High Street, in order to make it more attractive and encourage people to shop local.
RESOLVED: Cllr Marshall will ask Lynn Whitaker at CDC to follow up and actively get shopkeepers and home owners on the High Street involved.



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- OS8
- 8.1 To discuss matters re School Hill and agree actions: -
Arrangements for watering of planters, and replanting as required.
RESOLVED: Requirements are that the planters are watered twice a week in normal weather conditions, preferably on Fridays so that they look good for the weekend, and once early in the week. And less in wet weather, and as much as every other day if there is a heat wave.
RESOLVED: Clerk to ask Thomas Brown to do the watering, starting immediately.
RESOLVED: If Thomas Brown is not able to do the watering ask Annie Carrington next, and Howard Hill after that, if necessary.
- 8.2 Weeding and spraying of the gravel area.
RESOLVED: Clerk to instruct Thomas Brown to proceed.
- 8.3 Consider writing to the Electric Board about the poor condition of the sub-station.
RESOLVED: To report the poor condition of the sub-station to Wayleaves Department at ENW. (Try Joanne Booth at Salford, or Greg Davies at Kendal).
- OS9
- 9.1 To discuss matters at The Green, Low Bentham and agree actions: -
Removal of swing.
RESOLVED: Clerk to instruct Thomas Brown to proceed.
- 9.2 Consider installation of sign denying responsibility for damage by or on swing.
RESOLVED: No further action.
- 9.3 Clearing of rubbish and/or brash from back corner.
RESOLVED: Clerk to instruct Thomas Brown to proceed.
- OS10
- 10.1 To discuss matters at PHPF and agree actions and//or a way forward regarding: -
To consider the quote for the regular maintenance and repair of the Cable Runway and Titan from Sovereign. (Circulated 25/038/2021(. (Paper OS2021/15)
RESOLVED: To accept the quote and proceed.
- 10.2 Consider writing to Old School Close housing developer reminding them that the council has a legal right of way to PHPF and that access should not be blocked.
RESOLVED: To obtain a quote for a sign for the gate that reads "No parking in front of these gates. Access to the playing field is required at all times".
- 10.3 Replace missing top rail of fence around boggy area.
RESOLVED: Clerk to instruct Thomas Brown to proceed.
- 10.4 Spray around the bottom of MUGA with Algone.
RESOLVED: Clerk to instruct Thomas Brown to proceed.
- 10.5 Removal of ivy from trees, where it has been missed.
RESOLVED: Clerk to instruct Thomas Brown to proceed.
- 10.6 Consider adding a bar in the gate at Hillside Road corner, to hold it up and stop it bending.
Resolved: To proceed. Cllr Marshall will make the agreements.
- OS11
- 11.1 To discuss matters at the Cemetery and agree actions: -
Consider installing a post and rail fence along the hedge.
Instead of installing a fence along the hedge on two sides of the cemetery, it may be more beneficial to install a fence along the hedge in the field adjacent to the cemetery (to the North). Because that would potentially prevent stock from entering the cemetery itself and also the garden area next to the roller shed, via the field.
RESOLVED: Cllr Marshall to investigate who is responsible for the hedgerow in the field adjacent (North) to the cemetery and report back.
- 11.2 Consider removing the tress along the outside of the fence line on the north side.
RESOLVED: To obtain three quotes.



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- 11.3 Consider obtaining quotes for stump grinding.
RESOLVED: To obtain three quotes.
- 11.4 Consider making arrangements to clean and tidy the path through the field to the cemetery.
RESOLVED: Clerk to instruct Thomas Brown to proceed with the same measures as last years clean up.
RESOLVED: To make this an annual task to be performed in the Spring.
- OS12 To discuss matters regarding the Heritage Trail update and footpaths generally, and to agree actions: -
- 12.1 To agree action to take re broken stile below Staggarths, grid ref 675 683. (Paper OS2021/16)
RESOLVED: Clerk to report to NYCC footpaths.
- 12.2 To agree action to take re broken wall beside stile at Mewith lane near New House, grid ref 684 675. (Paper OS2021/17)
RESOLVED: Clerk to report to NYCC footpaths.
- 12.3 To agree arrangements to sign post the different trails A, B and C, with colours to match the current colours as closely as possible, and to be long lasting.
RESOLVED: Cllr Bridgeman to research what is available and report back.
- 12.4 To finalise the design of the A4 trifold paper Heritage Trail map so that quotes may be obtained. (Paper OS2021/18)
RESOLVED: Cllr Marshall to finalise the design in consultation with the other members of the Open Space committee and obtain a quote from Stramongate Press.
- OS13 To consider obtaining three reports from tree specialists on what action to take re the trees on Low Bentham Road, opposite Felstead development, which are growing too close together.
RESOLVED: To obtain three reports and quotes.
- OS14 Grass cutting and verges: -
- 14.1 To review the position regarding weed spraying on verges and agree a way forward, and to agree a response to Sue Halsall's email on the subject. (Paper OS2021/19)
RESOLVED: To advise Sue Halsall that no weed spraying is being done on behalf of Bentham Town Council, and that it is believed that NYCC do spray on the areas that they maintain.
- 14.2 To consider a request to delay the mowing of verges, and to agree action and/or response. (Paper OS2021/20)
RESOLVED: No further action to be taken this year, in view of the fact that the grass cutting contract has already been agreed for this year.
RESOLVED: To give this matter full consideration when the next grass cutting contract is drawn up.
RESOLVED: To identify sites for wild flowers in less obtrusive areas than verges. May need budgeting for next year, therefore, add to agenda for full consideration at next Open Spaces meeting to agree a way forward.
- 14.3 To discuss recommendations for the grass-cutting tender document 2022/23 to 2024/25 and to agree a way forward.
RESOLVED: Item carried forward to next agenda.
RESOLVED: Clerk to circulate the current grass cutting contracts to OS committee members again for information.
- OS15 To discuss a date and time for a benches tour.
RESOLVED: Not to proceed.



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- OS16 To discuss the bench renewal programme for 2021/22 and agree a way forward.
RESOLVED: Clerk to proceed and order the six benches from Glasdon.
RESOLVED: Clerk to circulate the list of the 13 benches that it was originally intended to replace in 2021/2022 to committee members.
- OS17 To receive and consider minor items / items for next agenda.
 AGENDA ITEMS: -
 1. To identify sites for wild flowers in less obtrusive areas than verges and agree a way forward.
 2. To discuss recommendations for the grass-cutting tender document 2022/23 to 2024/25 and to agree a way forward, to include considering a delay to mowing.
 3. Decide which 6 benches to replace this year.
 MINOR ITEMS FOR INFORMATION: -
 Sue Halsall will forward suggestions for wild flower areas to the Clerk.
- OS18 Date of next meeting: - Provisionally 19/07/2021, subject to discussion re number of OS meetings at full council meeting of 05/07/2021.

There being no further business the meeting closed at 21.00.

ACTION POINTS		
Action By	Action Required	OS Agenda item
The Clerk – forward notes	Arrange for the path at the cemetery to be cleaned and tidied annually in the spring.	11.4
“	Delay mowing the verges: To give this matter full consideration when the next grass cutting contract is drawn up.	14.2
The Clerk (before holiday)	Ask Thomas Brown to do the watering of planters at School Hill, starting immediately.	8.1
“	Circulate the grass cutting contacts to OS committee members again for information.	14.3
“	circulate the list of the 13 benches that it was originally intended to replace in 2021/2022 to committee members.	16



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The Clerk (after holiday)	Instruct Thomas Brown to proceed with: - Spraying and weeding on the gravel area at School Hill. Remove the rope swing at The Green, Low Bentham. Clear the rubbish and/or brash from the back corner of The Green, Low Bentham. Replace missing top rail of fence around boggy area at PHPF. Spray around bottom of MUGA with Algone. Remove ivy from trees at PHPF where it has been missed. Clean and tidy the path at the cemetery – same measures as last year.	8.2 9.1 9.3 10.3 10.4 10.5 11.4
“	Report the poor condition of the sub-station to Wayleaves Department at ENW.	8.3
“	Arrange for Sovereign to carry out the maintenance/annual checks on the Cable Runway and Titan.	10.1
“	Obtain a quote for a sign for the gate that reads “No parking in front of these gates. Access to the playing field is required at all times”.	10.2
“	Report the two stile problems to NYCC footpaths.	12.1 and 2
“	Order the six new benches from Glasdon.	16
Cllr Bridgeman	To obtain three quotes for: - Removing the trees along the outside of the fence line on the north side of the cemetery. Removal of the stumps in the cemetery with a stump grinder.	11.2 11.3
“	To obtain three reports, with quotes, on what action to take re the trees on Low Bentham Road, opposite the Felstead development.	13
“	To research what way-markers and/or disks are available to sign post the different Heritage Trails A, B and C, with colours to match the current colours as closely as possible, and to be long lasting.	12.3
Cllr Burton	Chase quote for Low Bentham public notice board from Stephen Frankland. (Original request 23/03/2021)	5
Cllr Faraday	Chase quote for Low Bentham public notice board from Ben Dawson (Original request 24/03/21)	5
Cllr Marshall	Chase quote for Low Bentham public notice board from Jonny Lawson. (Repeatedly requested since 18/06/2020).	5
“	To report further on possible options re Barn ducting installation at next Open Spaces meeting.	6
“	To liaise with Jill Heseltine and/or Lynn Whitaker at CDC regarding hanging baskets and to report back in due course.	7.1
“	To ask Lynn Whitaker at CDC to follow up re planting outside premises on High Street and actively get shopkeepers and home owners involved.	7.2
“	To make arrangements for bar to be added in the gate at Hillside Road corner of PHPF, to hold it up and stop it bending.	10.6
“	To investigate who is responsible for the hedgerow in the field adjacent (North) to the cemetery and report back.	11.1
“	To finalise the design of the Heritage Trail map in consultation with the other members of the Open Space committee and obtain a quote from Stramongate Press.	12.4