

## **BENTHAM TOWN COUNCIL**

### Minutes of the Council Meeting held on Monday 9 May, at 7.30 pm in the Community Youth Building

Present Cllrs Adams, Bridgeman, Marshall, Pritchard, Stannard, Swales, Taylor, Townson & Vendy. Also DCllr Brockbank, CCllr Ireton, the clerk Mrs Burton and 5 parishioners

1. To Appoint the Mayor for the period 2016/17  
**RESOLVED: That Cllr Adams be appointed Mayor for 2016/17**
2. To Receive Apologies from members unable to attend - none
3. To Receive & Record any member's Disclosable Pecuniary Interest in relation to items on the agenda and to receive and decide members requests for DPI dispensations  
Cllr Marshall declared an interest in item 13.1.2, planning application 08/2016/16796, as the owner of another caravan site.
4. To Note the resignation of Cllr Brian Cowling  
Cllr Cowling's resignation was noted. The Chairman expressed the Council's thanks for the work he had done since becoming a Councillor. The clerk informed the meeting that a new councillor could be co-opted at the next meeting
5. To Receive Comment & Concerns  
A resident expressed concerns regarding the parking of vehicles on the pavement in Low Bentham, forcing pedestrians into the road. It was noted that properties in the area own land in front of the dwelling. It was agreed to contact the police to see if they can do anything about the obstruction.  
Another resident raised concerns about item 13.1.2, the new access at the Punch Bowl Inn. The Council was reminded that the current access was created following a fire at the pub several years ago and was not official. A previous appeal on an application to put chalets on the property had been turned down. It was also informed that the site had been in use unofficially for the last 18 months and that the constraints for use without planning were being regularly breached. The resident concluded by saying that the poor position of the access was an accident waiting to happen.
6. To Confirm the minutes of the previous meeting  
**RESOLVED: That the minutes of the meeting on 4 April be signed**
7. To Appoint the Deputy Mayor for the period 2016/17  
**RESOLVED: That Cllr Vendy be appointed Vice-Chairman / Deputy Mayor**
8. To Appoint Members to Committees & as Council Representatives for 2016/17
  - 8.1. Committees Open Spaces, Finance, Buildings Maintenance & Marketing  
**RESOLVED: That Committee membership stand on from 2015/16 as listed below, with Cllr Cowling's seats being left vacant until a new Cllr is elected / coopted**

<b>Finance Committee</b>	Marshall, Adams, Stannard, Pritchard, Townson & Taylor
<b>Open Spaces</b>	Taylor, Marshall, Bridgeman, Swales & vacancy
<b>Buildings</b>	Adams, Faichney, Vendy, Bridgeman, Swales & Vacancy
<b>Marketing</b>	Faichney, Vendy, Pritchard, Townson & Stannard
  - 8.2. Council Representatives  
It was agreed that Cllr Cowlings positions should be left vacant for the moment until his replacement had been co-opted. Traditionally the chair has represented the Council on FOBL, but as meetings tend to be in the day Cllr Adams would be unable to attend and Cllr Swales agreed to attend. Mrs Hey had agreed to continue to represent the Council on the Longstaffe Educational Trust, but Mr Wills wished to step down from the Common Land Charity. Cllr Stannard agreed to take on the Charity. The invitation to provide a governor for the school was discussed at some length. The school had indicated that the appointee should be prepared to get involved with the children and would need a DBS. As there were no immediate volunteers it was agreed to leave the appointment until a new Cllr had been appointed.  
**RESOLVED: That representation on outside organisations continue as below**

<b>Joint Footpaths</b>	Cllr Swales
<b>Playing Field Association</b>	Cllr Townson
<b>Goodenber Play Area</b>	Cllr Adams
<b>LASRUG</b>	Cllr Adams
<b>Police</b>	Cllr Marshall
<b>Aid In Sickness</b>	Cllr Adams
<b>Looking Well</b>	vacant

<b>Friends of Bentham Library</b>	Cllr Swales
<b>Youth Café</b>	Cllr Vandy
<b>Victoria Institute</b>	Cllr Bridgeman
<b>Bentham Refuge Group</b>	vacant
<b>Longstaffe Educational Foundation</b>	Mrs Hey (until 2020)
<b>Bentham Common Land Charity</b>	Cllr Stannard (until 2020)
<b>Collingwood &amp; Longstaffe</b>	Cllr Marshall (until 2020)
<b>YLCA Craven Branch</b>	to be agreed
<b>Bentham School Governor</b>	to be agreed

8.3. Responsible Financial Officer - also bank, bank mandate.

It was agreed that the Clerk continue as RFO and that Unity Trust remain as the Council's bank. With the Finance committee remaining the same there was no need to alter the bank mandate.

**RESOLVED: That the clerk continue as RFO**

**RESOLVED: That no change is required to the bank mandate**

9. To Agree a Provisional Timetable of Meetings for the new Council Year (paper 2016/01)

The provisional timetable was agreed. Following poor attendance at the previous August meeting it was agreed there should be no full meeting in August, although it may be necessary to hold a planning meeting.

**RESOLVED: That the provisional meeting dates be agreed.**

**RESOLVED: That there should be no full meeting in August, although a planning meeting may be held on 8 August if required.**

10. To Receive the Clerks Report (for information only) – see end of these minutes

11. To Receive the Police Report & allow members to ask questions for information

PC Parsons attended and reported a quiet month in the area, with only 2 road traffic accidents, 3 crimes and a burglary of interest in the 41 reports for the area in April. She asked about the auction mart and problems with HGVs failing to stop when damaging property, as although this is a police matter vehicle identification has been a problem. When asked about the parking problems in Low Bentham she suggested this was an enforcement problem but highlighted that much of the land in front of the houses is private and may not necessarily be pavement. Finally, she agreed to look into reports that a man had been passing fake £20 notes in the town

12. To Receive Reports from Cllr & DCllrs (for information only)

Cllr Ireton congratulated Cllrs Adams & Vandy on their appointments. He informed the meeting that 6 years of austerity had seen a £108M reduction in NYCC spending, during which time frontline services had been protected and there had been little impact. A recent peer review had shown the Council to be in a reasonably healthy position. The challenge would be to make a further £57M saving by 2020 with a significant reduction in government grant funding leaving income from mainly council tax and business rates. This means services will be affected.

13. Planning

13.1. To Consider and Comment upon New Applications

13.1.1. 08/2016/16756 Conversion of 10-bedroom farmhouse and annex into 2 dwellings with 6 bedrooms in farmhouse and 3 in annex, including an increase to size of upstairs windows on south elevation of annex and downstairs windows replaced with French doors. North facing elevation will have new formal entrance & 1 no. window repositioned to allow better internal configuration at New Butts Farm, High Bentham

**RESOLVED: That the Council had no objections to this application**

13.1.2. 08/2016/16796 Proposed revised access to land at the rear of the Punch Bowl Public House onto B6480 at the Punch Bowl Hotel, Low Bentham

*Cllr Marshall declared an interest and left the room*

Cllr Stannard read a letter objecting to the access on similar grounds to those made during comments & concerns. The Council agreed that the initial access was unofficial and that it was in a poor position with bad visibility. It was noted that Highways wanted the boundary wall lowered to improve visibility. There was considerable discussion about the application and the business generated by the land use. It was proposed that the Council should express its concerns about the location of the access due to safety issues with large vehicles turning into the site and poor visibility exiting. This proposal was passed 5 : 1 with 2 abstentions.

**RESOLVED: That the Council raise concerns about the location of the access, the poor visibility exiting the site and the possible safety issues with large vehicles having to swing wide to enter the site.**

13.1.3. 08/2016/16850 Extension to existing workshop building at Butts Depot, Nutgill Lane to Green Close Bridge, High Bentham

**RESOLVED: That the Council had no objections to this application**

13.1.4. 08/2016/16641 Amended plans to proposed ménage at The Wenning

The revised plans move the ménage to a corner of the field. The Council felt that this still did not adequately cover its previous concerns, and that the more suitable position for this would be on the other side of the river close to the house. It noted that Highways had no objections to the access as long as the culvert was protected.

**RESOLVED:** That the Council object to this application as there are more suitable places on the landowner's property than the proposed site, which is away from the house and stables.

13.2. To Receive Planning Decisions

- If any (see Clerks Report)

13.3. To Receive Correspondence on Planning Issues

- If any (see Clerks Report)

14. Highways Matters

14.1. To receive an update from NYCC Footpaths on the Shakey Bridge footpath and fence, if available

The clerk confirmed that she still had not received any response from her initial email on 16 March or the following ones. Cllr Ireton said that he had chased Footpaths following a request from the clerk over 10 days ago, requesting a response before the meeting. He agreed to follow it up.

14.2. To receive a letter regarding damage to property in Mount Pleasant by Auction traffic and agree a response

A letter was read regarding repeated damage to 28 Mount Pleasant by cattle trailers at the Auction Mart. Initially the 'Fat Sheep' entrance had been used by land rovers and trailers but in recent years vehicles had got larger. Council noted that the lane was not adopted but agreed to write to the directors asking if they could be more active in helping prevent damage to their neighbours' property, either by improving signage or limiting the size of vehicles using the entrance.

**RESOLVED:** That the Directors of Bentham Auction Mart be asked to be more active in helping prevent vehicle damage to neighbouring properties.

14.3. To receive an update on the beacon problems on the school crossing

The cowls had still not been replaced. The Council reiterated its belief that halo beacons would be a more permanent solution and asked the clerk to suggest this to NYCC Highways again.

**RESOLVED:** That the use of halo beacons be suggested again to NYCC Highways as a more permanent solution

14.4. To note the approved programme of works for Bentham during 2016/17

Council noted that this was limited to 'slurry' dressing of pavements in the Goodenber / Lakeber part of High Bentham, which had already occurred. It was reported that the new coating was too sharp and proud in places, resulting in the shredded hands and knees of a child who had fallen. Council agreed that NYCC Highways should be asked to come and look at the surface

**RESOLVED:** That NYCC Highways be asked to look at the new pavement surface as it was thought to be too sharp.

14.5. To Consider and Note Highway Matters for Information

It was noted that LCC hope to open the B6480 to Wennington on 27 May

**RESOLVED:** That NYCC Highways be asked to repair the potholes between Tatterthorn Road and Pye Busk.

**RESOLVED:** That NYCC Highways be asked if it is possible to install signage on Mewith Lane asking cyclists to allow vehicles to pass

**RESOLVED:** That NYCC Highways be asked to look at the state of the roadside ditches around Bentham, particularly on Furlands & Dumb Toms Lane, to allow water to get away and not stand on the highway

*Cllr Ireton gave his apologies and left the meeting*

15. To Receive a report on the Queen's Birthday Beacon event on 21 April

The event had been well attended despite the cold weather. Cllr Taylor expressed the Council's thanks to the manufacturer of the beacon which had burned well after being lit by Bentham's own nonagenarians, Mrs Ethel Wrathall and Mr Bernard Williams. Letters of thanks had been sent to them and the landowner, Mrs Thurnham.

16. To Review the Council's Standing Orders (amended Nov 2014) (paper 2016/02)

**RESOLVED:** That the Standing Orders do not need updating

17. To Agree to adopt the new Financial Regulations 2016 (paper 2016/03)

**RESOLVED:** That the new Financial Regulations 2016 be adopted

18. To Review the Council's Risk Assessment (paper 2016/06)

**RESOLVED:** That Cllr Vandy consider how to add the AEDs & cabinets to the Risk Assessment

**RESOLVED:** That the rest of the Risk Assessment does not need updating

19. To Note the draft minutes of the Annual Parish Meeting on 27 April - noted
20. To Note the draft minutes of the Finance Committee on 18 April, and consider recommendations, if any – noted  
The decision of Unity Trust Bank to implement bank charges was highlighted.
21. To Receive an update from Bentham Save a Life regarding defibrillator provision  
Cllr Vendy informed the Council that the Defibrillator Group had adopted the name 'Bentham Save A Life' and would be using a logo similar to Ingleton Save A Life. The group had held 3 public CPR training sessions with diminishing success and were now making contact with individual groups, e.g. Springfield Bowling Club, High Bentham WI etc. They would be holding promotions at Carnival & Bentham Show. The two BHF cabinets had been installed free of charge by Adam Carr Builders but were ununlockable although notices asking people not to tamper had been installed. It was agreed to install the defibrillators immediately and look at cabinet alarms. The Town Hall AED could be covered by CCTV if / when this is installed. The Council was informed of a donation of £1000 from the Bald Eagles Bowling Club towards defibrillator provision in Bentham  
**RESOLVED: That letters of thanks be sent to Adam Carr Builders and Bald Eagles Bowling Club**  
**RESOLVED: That the installation of cabinet alarms be investigated**  
**RESOLVED: That the AEDs be installed immediately**  
**RESOLVED: That the insurers be informed of the installation & position of the AEDs**
22. To Discuss the reduction in Bentham's bus service following changes to the Stagecoach service  
Cllr Townson expressed his concern at the rushed implementation of the new Stagecoach timetable which means Bentham now has more trains than buses, and no bus back to the town on a Saturday afternoon. Further reduction in services is not unlikely, increasing the remoteness of Bentham and the isolation of the young and elderly who cannot drive or have no access to a car. It was agreed that the Council should Stagecoach to look at the service again and consider Saturday afternoon provision and also to explain their reasoning behind the loss of service.  
**RESOLVED: That Stagecoach be asked to explain the reason for the loss of service and to look again at Saturday afternoon provision**
23. To Consider again the flying of flags from Bentham Town Hall (paper 2016/04)  
Following the recent omission to fly a flag on the Queen's Birthday the Council looked again at flying the flag from the Town Hall  
**RESOLVED: That Cllr Marshall hoist the Union flag and leave it flying**  
**RESOLVED: That Cllr Townson explore improved methods of getting the flag up**  
**RESOLVED: That Cllr Townson remind the Council when the flag needs changing**

24. To Agree the Accounts for Payment

Craven District Council	154.15	Stannah	168.29
Mopps	192.00	Pica Print	24.00
Aviva	311.66	iprint	360.00
EOn	92.15	HB Plumbing & Heating	165.60
Orange	23.99	AFY Fire Protection	21300
SWALEC	962.12	Clearglass Cleaning	90.00
1&1 Internet	25.16	Bentham Common Land	196.30
Carl Taylor	461.14	M Green	63.75
Information Commissioner	35.00	Cartridge Save	41.73
Cannon	19.33	Amazon	13.99
NYCC	1760.40	Salaries	1771.87
Horton Landscaping	777.24	Transaction charges	28.00

**RESOLVED: That the accounts for payment are agreed**

- 24.1. To Receive the Council's insurance renewal and consider if any amendments are required (paper 2016/05)  
The clerk had asked for clarification on Fidelity Guarantee references and cover for volunteers over 85 which was awaited. It was agreed that the AEDS and cabinets needed adding, and that the list of insured items should be reviewed with a view to making it more specific.  
**RESOLVED: That the AEDs and cabinets be added**  
**RESOLVED: That the list of insured items be reviewed**
- 24.2. To consider updating the buildings valuations  
**RESOLVED: That both the Town Hall and Community Youth Building be re-valued**
- 24.3. To receive confirmation of NYCCs funding of 'urban' grass cutting for 2016/17 - received

25. To consider items of Correspondence
- 25.1. To receive a response from NYCC regarding Extra Care Development in Bentham - received
- 25.2. To receive an invitation to a presentation of the Craven Retail & Leisure Study 2016 on Thursday 19 May at Craven's Offices at 6.30pm and agree attendance  
Unfortunately, due to the timing of the event, no Cllr was available to attend  
**RESOLVED: That the Council's apologies be sent**
- 25.3. To receive a letter regarding Bentham Post Office and the Town Hall, and agree a response  
The letter suggested that the Library and the Post Office should be moved into the Lower Hall. A letter should be sent informing the author that NYCC had discounted the Town Hall for the Library, preferring the Looking Well. Also that the Post Office were considering various options but that the Town Hall did not have anyone to staff such a venture.  
**RESOLVED: That a letter of response be sent outlining the current position**
- 25.4. To receive an invitation to put forward a team of 4 for the Longstaffe Educational Foundation Quiz on 30 June at Bentham Golf Club  
**RESOLVED: That the Council put forward a team**
- 25.5. To receive Craven District Council's draft update of Licensing Policy consultation, and agree a response, if any  
**RESOLVED: That no response is required to this consultation**
26. To Receive Reports from Councillors who represent the Council on other bodies (for information only)  
none
27. Items for next meeting and minor items only  
none

There being no further business, the meeting was closed at 9.25pm

#### AGENDA ITEM 10)

#### CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 9 May 2016

##### 1. Planning Decisions Received Since Last Meeting

###### 1.1. GRANTED

- 1.1.1. 08/2016/16561 Application to change use of an existing building used for A1 (Retail) to a facility for the provision of D1 (education) at West Stonegate House, 13 Main Street, Low Bentham
- 1.1.2. 08/2016/16590 Proposed development of a single 2-storey detached dwelling at Lairgill House, Mount Pleasant, High Bentham
- 1.1.3. 08/2016/16655 Proposed alterations & extension to form mobility access, mobility WC, office & conservatory at Victoria Institute, Main Street, Low Bentham
- 1.1.4. 08/2016/16689 Replacement of existing conservatory with a single storey garden room extension to south east of dwelling at Six Acres, Back Lane, Low Bentham
- 1.1.5. 08/2016/16731 Change of use of land to form car park for off street parking at Bank View, Doctors Hill, Low Bentham

###### 1.2. REFUSED

- 1.2.1. none

##### 2. Planning Correspondence

- 2.1. Appeal Decision allowed, solar farm on land at Ravensclose Brow, Low Bentham.

##### 3. Information Regarding Items Discussed at last Council Meeting (if not on agenda)

- 3.1. Local Development Plan meeting arranged for 11 May
- 3.2. Unmetered electric supply provider to change to Opus from May 2016
- 3.3. LCC asked for update on B6480 11 April, response awaited
- 3.4. Shakey Bridge footpath presumed right of way progress request chased 12 April, response awaited

##### 4. Items for Information – see information folder

- 4.1. Le Petit Depart, Sunday 5 June
- 4.2. Tour de Yorkshire 28-29 April
- 4.3. The Habitat Herald, Lune Rivers Trust 2016
- 4.4. MPs surgery notice April-June (Ingleton 27 May)
- 4.5. The Clerk magazine, May 2016
- 4.6. Clerks & Councils Direct magazine, May 2016

4.7. CAB Newsletter, Spring 2016

**5. Items circulated by email**

- 5.1. Latest Weekly Rural News Digest 11/4, 25/4, 2/5, 9/5
- 5.2. Rural Vulnerability Service – Rural Broadband 14/4, Fuel Poverty 27/4
- 5.3. Rural Spotlight on Housing 20/4
- 5.4. Rural Opportunities Bulletin 6/4, 4/5
- 5.5. North Yorkshire Now, 4/4, 3/5
- 5.6. Craven Newsletter, Spring 22/4
- 5.7. Country Watch Craven Newsletter, May
- 5.8. National Neighbourhood Watch Newsletter, April
- 5.9. Tesco's Bas of Help grant scheme 13/4
- 5.10. Fields in Trust update 7/4, 4/5
- 5.11. Historic Towns Forum Update 10/3
- 5.12. Julian Smith MP EU Referendum events 26/5 & 3/6 (and noticeboards)
- 5.13. White Rose Update, April
- 5.14. RAY Newsletter 22/4
- 5.15. Craven & First World War Newsletter 22/4

**6. Progress on Outstanding Matters**

- 6.1. Bentham Flag – no progress to date
- 6.2. Meeting with Stephen Brown still to be arranged
- 6.3. Community Emergency Plan, 03/16 – committee to organise meeting and report back
- 6.4. Craven Area Committee requested to consider Bentham School Crossing, 18 January
- 6.5. Replica VC Winners stone confirmed ordered 12/11. Delivery dates awaited
- 6.6. Flagpole – donor found, to be progressed
- 6.7. Gasmere Drive bench site location permissions received, costs received, donor awaited