

BENTHAM TOWN COUNCIL

Minutes of the Council Meeting held on Monday 6 June, at 7.30 pm in the Community Youth Building

Present Cllrs Adams, Bridgeman, Marshall, Stannard, Swales, Taylor & Townson. Also the clerk Mrs Burton and 3 parishioners

32. To Receive Apologies from members unable to attend
Cllrs Faichney, Pritchard & Vendy
33. 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 - none
34. To Receive Comment & Concerns - none
35. To Confirm the minutes of the previous meetings
RESOLVED: That the minutes of the meetings on 9 May & 2 June be signed
36. To Co-Opt a new member to fill the Council vacancy
Three candidates were considered and a vote taken by signed ballot. Brian Handford was elected using the Chairman's casting vote
RESOLVED: That Mr Brian Handford be co-opted to Bentham Town Council for the period to May 2018.
- 36.1. To appoint the new member to The Open Spaces & Buildings Maintenance committees
RESOLVED: That Cllr Handford be appointed to the Open Spaces & Buildings Maintenance Committees
37. To Appoint Members to Committees & as Council Representatives for 2016/17 (delayed May 2016)
37.1. Council Representatives Looking Well, Bentham Area Refugee Support Group & Bentham Primary School Governor
RESOLVED: That the Council Representative appointments be carried over to the July Council meeting
38. To Receive the Clerks Report (for information only) – see end of these minutes
39. To Receive the Police Report & allow members to ask questions for information
None present
40. To Receive Reports from CCllr & DCllrs (for information only)
None present
41. Planning
- 41.1. To Consider and Comment upon New Applications
- 41.1.1. 08/2016/16777 Construction of agricultural building at Hill Top Farm, Birkwith Lane to Hill Top, Low Bentham
RESOLVED: That the Council had no objections to this application
- 41.1.2. 08/2016/16812 Conversion & extension of former NatWest Bank to form 2 residential properties & associated external works at Former NatWest Bank, Station Road, Bentham
RESOLVED: That the Council had no objections to this application
- 41.1.3. 08/2016/16815 Discharge of condition no.4 of previously approved planning application reference 08/2015/16413 at 1-9 Collingwood Terrace, Mount Pleasant, High Bentham
RESOLVED: That the Council had no objections to this application
- 41.1.4. 08/2016/16883 Application for listed building consent for replacement of existing wooden sash windows with wooden double glazed sash windows at 18 Mount Pleasant Terrace, Mount Pleasant, High Bentham
RESOLVED: That the Council had no objections to this application
- 41.2. To Receive Planning Decisions
- If any (see Clerks Report)
- 41.3. To Receive Correspondence on Planning Issues
- If any (see Clerks Report)
42. Highways Matters
- 42.1. To note that the B6480 between Wennington & Low Bentham was opened 27 May - noted
- 42.2. To receive an update from NYCC Footpaths on the Shakey Bridge footpath and fence
The Definitive Map Officer, Ms Stott, had replied that NYCC would write to the land owner requesting removal of the fence, but that as the claimed footpath was not on the Definitive Map the request would be unenforceable. In respect of the delay Ms Stott explained that there were currently 28 opposed orders to be

submitted to the Secretary of State, but the increased work load due to NY Moors National Park Authority terminating their involvement with the Definitive Map (to save money) and a reduction in staffing levels due to budget cuts meant that submission of this order may still be sometime away

RESOLVED: That the Council chase this Order submission in the Autumn

RESOLVED: That Network Rail be contacted regarding the erection of the fence on the claimed footpath

42.3. To receive an update on some issues raised with NYCC in May

The new cowls for the crossing lights were ordered some time ago and are expected to be installed shortly. NYCC Highways have inspected the footway slurry seal and are happy with its consistency stating that 'the rough texture will become less severe over time'. The Kettlewell type signs should have been installed on Mewith Lane and NYCC Highways were looking into where they were.

RESOLVED: That the problem raised regarding roadside ditches should be chased

42.4. To Consider and Note Highway Matters for Information

It was noted that Yorkshire Water were digging up the bottom of Hillside Road, and diverting traffic round Greenfoot Lane & Cross Lane which was unsuitable for large vehicles

RESOLVED: That NYCC Highways be asked about the suitability of the current diversion

Following the re-opening of the B6480 it is rumoured that the road will be closed again shortly to remove a blockage from the drain under the railway bridge. This could not be done when the road was initially closed as it would have trapped several residents between the two closures.

RESOLVED: That NYCC Highways be asked to confirm when the B6480 will be closed again

A large pothole has appeared on Lakeber Drive between numbers 10 & 12

RESOLVED: That NYCC Highways be asked to repair the pothole on Lakeber Drive

43. To Agree the Council's Risk Assessment (paper 2016/06)

RESOLVED: That the Risk Assessment is agreed for 2016

44. To Note the draft minutes of the Marketing Committee meeting on 9 May, & consider recommendations - noted

44.1. To confirm Sunbeams as the 2017 Calendar recipients

RESOLVED: That Sunbeams are confirmed as the recipients of the 2017 calendar funds

45. To Note the draft minutes of the Buildings Committee meeting on 23 May, & consider recommendations - noted

45.1. To approve the Lift Rescue risk assessment

RESOLVED: That the Lift Rescue Risk Assessment is agreed for 2016

46. To Consider Craven's strategic review of Recycling 'Bring Sites' and agree a response

The associated questionnaire was designed for individual responses as to usage of kerbside recycling and Bring Sites, and the reasons for such use. The Council acknowledged that the recycling of cardboard, often commercial, was costing Craven a significant sum, but felt that the Bring Sites were well used by those who did not have space for recycling bins and that their removal would almost certainly increase fly tipping around the District

RESOLVED: That Craven be asked to retain the Bring Sites for use by those without recycling bins, and to prevent an increase in fly tipping in the District

47. To Consider the 'We're Watching You' Campaign against dog fouling and its possible introduction in Bentham

It was agreed that this scheme was worth investigating further and possibly trialling in some areas of the parish

RESOLVED: That the clerk get further details & costings of the 'We're Watching You' campaign for the next meeting

48. To Agree the Accounts for Payment

| | | | |
|-------------------------|--------|---------------------------|---------|
| Craven District Council | 154.15 | Phone Co-Op | 2.95 |
| Mopps | 192.00 | Howsons | 113.40 |
| Aviva | 311.76 | Hygiene Cleaning Supplies | 94.82 |
| EOn | 124.85 | Horton Landscaping | 912.24 |
| Orange | 23.99 | B & CE Armstrong | 100.55 |
| Yorkshire Water | 260.86 | Yorkshire Audit | 305.00 |
| British Telecom | 364.77 | Dash4It | 22.00 |
| | | Salaries | 1768.87 |

RESOLVED: That the accounts for payment are agreed

48.1. To Consider a request for payment of the Town Team grant

Applicants for precept grants had been told upon grant notification and invitation to the APM that failure to attend and present a report may result in forfeiture of the grant. No apology had been received for attendance at the APM and no report had been sent.

RESOLVED: That the Town Team grant be forfeit following non-attendance at the APM

48.2. To Receive an update on Smaller Authorities Audits Ltd and the future appointment of external auditors
Received

49. To Sign and Approve the Annual Return 2015/16 (paper 2016/08)

Due to alterations in the audit regulations changes in the approval of the Annual Return were required this year. Previously the effectiveness of Internal Audit and Internal Controls were reviewed by the Finance Committee at its July meeting and agreed by the Council at the following meeting. The new regulations insist that this be done prior to the signing of the Annual Governance Statement.

49.1. To Receive the Audit Report from the Internal Auditor (paper 2016/07) - received

49.2. To Review the Effectiveness of the Internal Audit (paper F2016/01)

RESOLVED: That paper F2016/01, Effectiveness of Internal Audit be agreed and signed

49.3. To Confirm Yorkshire Internal Audit Services appointment for the year 2016/17

RESOLVED: That Yorkshire Internal Audit Services be reappointed as internal auditors for 2016/17

49.4. To Review the statement of internal control and the effectiveness of the system of internal control (papers F2016/02 & F2016/03)

RESOLVED: That papers F2016/02, Statement of Internal Control, and F2016/03, Effectiveness of Internal Control, be agreed and signed

49.5. To Review & agree the Council Audit Plan for 2016/17

RESOLVED: That the Council Audit Plan be agreed for 2016/17

49.6. To Agree & Approve the Annual Governance Statement (section 1 Paper 2016/08)

RESOLVED: That the Annual Governance Statement be signed

49.7. To Consider the Accounting Statements for 2015/16, including the amended Asset Register (Papers 2016/08 & 09)

The requirement to alter the method of accounting for Council assets on the Asset Register was discussed, with a move from insurance value to purchase price as requested by the Internal Auditor to meet current legislation being agreed. The 'restating' of the asset value of the Accounting Statements was agreed with approval of a letter of explanation to be sent to the External Auditors

RESOLVED: That the asset valuation be restated on the Accounting Statements for 2015/16 as per current legislation, and a letter of explanation be sent to the External Auditors

49.8. To Agree & Approve the Accounting Statements (section 2 Paper 2016/08)

RESOLVED: That the Accounting Statements for 2015/16 be approved and signed

50. To consider items of **Correspondence**

50.1. To receive a letter from the MOD regarding Armed Forces Day on 25 June and agree a response

RESOLVED: That the Armed Forces flag be flown from 20 June for Armed Forces week as requested

50.2. To receive a request from B4RN for wayleaves across Council owned property

RESOLVED: That wayleaves across Council property be agreed in principle, but that more detail of routes etc is required

50.3. To receive a report from YLCA on the National Association of Local Councils strategic plan delivery 2016/17
Received

51. To Receive Reports from Councillors who represent the Council on other bodies (for information only)

Cllr Swales had attended a Craven Area Committee meeting, which had considered devolution and potential joining of NYCC and other organisations e.g. Leeds City or Hull. Information had also been received on flooding issues and who to contact, the details of which she agreed to circulate

The Collingwood & Longstaffe Charity had instructed a contractor to build the approved porches, Cllr Marshall informed the meeting, and the bathrooms were also to be brought up to DDA standards.

Cllr Adams said that two new members had been welcomed onto the Goodenber Play Area committee at its recent AGM. A working day was to be organised shortly and the charity would be holding a coffee morning on June 18.

He had also attended a recent Aid in Sickness meeting. The charity has found it difficult to find suitable beneficiaries in recent years despite attempting to raise awareness locally. The Trustees are to, with input of the charity commission, look at options for the future of the Charity.

52. Items for next meeting and minor items only

Cllr Bridgeman asked for a mechanism for keeping people in touch with projects / procedures to be discussed at the next meeting

Cllr Marshall asked for a letter of congratulation to be sent to the Carnival Committee following the successful event.

Cllr Townson mentioned the grass cutting on Wesley Close, but Cllrs Marshall & Taylor confirmed that they had checked it after the recent cut and that it had been done properly.

It was agreed that a belated letter of thanks should be sent from the Council to the retired Cllr Cowling, whilst acknowledging that the clerk & Cllr Stannard (whilst Chairman) had already sent their personal thanks.

There being no further business, the meeting was closed at 9.00pm

AGENDA ITEM 38)

CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 6 June 2016

1. Planning Decisions Received Since Last Meeting

1.1. GRANTED

- 1.1.1. 08/2015/15917 Use of land for stationing up to 2 caravans for residential occupation/use by a single gypsy family & use of existing buildings as utility block/stables & storage barn (retrospective) at Clay Barn, Waterside Potteries, Bentham Moor Road, High Bentham
- 1.1.2. 08/2016/16622 Application for change of use to install 20x60m ménage on current grassland at Alder Gill Barn, Mewith Lane, High Bentham
- 1.1.3. 08/2016/16641 Proposed ménage for domestic equestrian use, new field entrance & fence to southern site boundary to enclose public footpath at The Wenning, Slaidburn Road, High Bentham
- 1.1.4. 08/2016/16756 Conversion of 10 bed farmhouse & annex into two dwellings with 6 bedrooms in farmhouse & 3 bedrooms in annex, including increase in size of upstairs windows on south elevation of annex & downstairs windows replaced with French doors. North facing elevation will have new formal entrance & 1 no. window repositioned to allow improved internal configuration at New Butts Farm, High Bentham
- 1.1.5. 08/2016/16796 Proposed revised access to land at rear of The Punch Bowl Hotel, Low Bentham

1.2. REFUSED

- 1.2.1. none

2. Planning Correspondence

- 2.1. LDP Consultation response, sent 27 May
- 2.2. Lancaster City Local Plan newsletter, June 2016
- 2.3. Letter of complaint re Punch Bowl camp site

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

- 3.1. Longstaffe Educational Foundation & BCLC notified of new Council Representatives 11 May
- 3.2. Insurers informed of AED installation 11 May
- 3.3. AED thank you letters sent 13 May
- 3.4. Reply regarding Town Hall, Library & Post Office sent 23 May
- 3.5. Local Development Plan response sent 27 May
- 3.6. Letter to Bentham Auction Mart sent 27 May
- 3.7. Letter to Stage Coach re bus service sent 31 May

4. Items for Information – see information folder

- 4.1. YLCA Craven Branch meeting 15/6, and previous minutes
- 4.2. Craven Area Committee 2 June (& noticeboards)
- 4.3. Armed Forces Day Event, Skipton, June 26 10am-4pm
- 4.4. Blood Donor session, Ingleton 17 June (& noticeboard)

5. Items circulated by email

- 5.1. Latest Weekly Rural News Digest 16/5, 23/5, 31/5
- 5.2. Rural Vulnerability Service – Rural Transport 11/5, Broadband 26/5
- 5.3. RSN Seminar, London 6 July
- 5.4. Rural Sounding Board Conference 6-7 September
- 5.5. Rural Opportunities Bulletin, 1/6
- 5.6. SLCC News Bulletin 10/5
- 5.7. Craven Neighbourhood Watch Newsletter 31/5
- 5.8. Home Start Craven 27/5,
- 5.9. NYP Action Fraud Website info
- 5.10. NYP newsletter May 2016
- 5.11. 2016/18 salary scales
- 5.12. White Rose Classic Cycling event, 25/6

6. Progress on Outstanding Matters

- 6.1. Bentham Flag – no progress to date
- 6.2. Meeting with Stephen Brown still to be arranged (Planning Policy)
- 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. Grasmere Drive bench site location permissions received, costs received, donor awaited