

MINUTES of the Council Meeting held on Monday 1st March 2021, at 7.30 pm – conducted remotely.

Present: Cllrs Taylor (Chair), Adams, Bridgeman, Burton, Hill, Marshall, Stannard and Wills. CClr Ireton. DCllrs Brockbank and Handley. The Public Safety Officer Craig Lyons. The Clerk Christine Downey. And one member of the public.

- 290 Apologies from members unable to attend.
- 290.1 To Note Apologies for absence given in advance of the meeting.
Cllr Faraday, Handford and Swales.
- 290.2 To consider acceptance of reasons for absence.
None.
- 291 Declaration of interests: -
- 291.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
None.
- 291.2 To approve dispensation requests.
None.
- 292 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.
- 293 To Confirm the Minutes of the previous meeting on 15th February 2021. (Paper 2021/21)
RESOLVED: That the minutes of the meetings of 15th February 2021 are agreed and be signed.
- 294 To receive the minutes of the finance committee of 8th February 2021. (Paper 2021/22)
Received.
- 295 To receive the Clerks Report (for information only). (Paper 2021/23)
Received.
- 296 To receive the Police Report & allow members to ask questions for information.
Received.
- 297 To receive a report from the Public Safety Officer & allow members to ask questions for information.
It was reported that all has been relatively quiet during lockdown. Members of the public from other parishes have been expressing concern regarding the closing of the police station in Ingleton and Craig Lyons has been explaining the role of the public safety officer to them. He has also been liaising with PC Jayne Grace regarding night patrolling, especially in view of the recent vandalism at the playing fields. Arrangements are in hand to allow the police to conduct surgeries from the fire station eventually.
There are no plans to move the ambulance service to Bentham as far as is known. It was reported that this was reviewed five or six years ago and the decision was that ambulances function better nearer the A65.
Craig has not visited the Philip Harvey Playing Field yet, but will do so.

The role of public safety officer was due to end 31/03/2021 but is to be extended for an extra year.

The first responders are trying to be upgraded to emergency first responders, as this will lead to more training.

298

To receive reports from CCllr & DCllrs (for information only): -

CCllr Ireton reported that it has been a big and very busy week for North Yorkshire in respect of our two big issues of the moment. The first was the announcement on Monday of Boris Johnson's Roadmap out of Covid-19 restrictions. The second a more local issue with the announcement by the Secretary of State for Housing Communities and Local Government of the start of the government led consultation on the future of local government in the county.

In terms of the PM's Roadmap, it seems to me a very sensible way forward that strikes a balance between necessary caution and positive steps to allow us all to have more freedom and to boost the wider economy. I say necessary caution because virus levels are still relatively high in the county with a county average of 83 cases per 100k over a 7-day rolling average. With some parts of the county over a 100, and Richmondshire is higher than the England average at 119. The other point that is a major difference from the first lockdown is that we will be releasing restrictions now in the face of the so-called Kent variant, which is so much more transmissible than the strain of the virus that was prevalent in June and July of last year when we lifted our first lockdown restrictions. The Kent variant now accounts for 90% of all infections in North Yorkshire and it has spread at these levels right across the county, including the east of the county where it was previously less prevalent. This is a massive issue and we have to be cautious, and even as restrictions are raised, we need to carry on being on our guard and carrying out all of those basic precautions.

The first easing of restrictions will be to get all pupils back to schools and colleges. Schools have still been open through lockdown for vulnerable children and the children of key workers. The way that schools will fully open will be that Primary schools will reopen to all children from March 8th, while students attending secondary and special schools and colleges will have a staggered return, to allow schools to test students at least once for coronavirus before all year groups fully return to school by March 15th.

One of the benefits of the government's roadmap is that North Yorkshire's large hospitality and retail sector will now be able to see when it can once again look to get up and running. I am sure there is some considerable disappointment about missing out on a very important Easter for many businesses, but looking at the rest of the year I am optimistic that North Yorkshire will be a popular destination for many visitors, bringing in some important revenue for businesses that have really struggled over the last year.

DCllr Handley reported that with reference to the Rural Sports Officer for Craven, Bruce Dinsmore retired due to ill health. He had a vision for helping communities in Craven get funding, for both indoor and outdoor projects, like Ingleton's well used pump track.

DCllr Brockbank reported that Craven residents are encouraged to get the vaccination when they are offered it, and to carry on following the lockdown rules. People who have not yet received an invitation can book an appointment online if they are clinically extremely vulnerable, eligible front-line health or social care workers and

people in receipt of carer's allowance. Very important that we all continue to follow the lockdown rules.

299 To receive Planning Decisions – See clerks report.
Received.

300 Highway Matters: -

300.1 To consider and agree a way forward and/or a response: -

300.1.1 Wenning Bridge erosion – site meeting? (Paper 2021/36)

It was confirmed that Graeme Kelly of the Cumbria & Lancashire Asset Performance Team is responsible for the river Wenning.

RESOLVED: To arrange a site meeting to discuss the issue onsite. Aim is to get the Highways Department and the Environment Agency to work together on this matter.

RESOLVED: Linda Brockbank will attend the site meeting.

RESOLVED: That Cllr Ireton will contact John McKenzie the executive member for Highways and seek his involvement.

RESOLVED: To also notify the bridging department at North Yorkshire and seek their involvement.

300.1.2 Condition of the footpath along north side of railway.

RESOLVED: Clerk to write to Network Rail and ask them for a hard surface of some sort, perhaps gravel, where they currently strim the path about twice a year.

300.2 To consider and note for information only – if any (Councillors can comment on any minor Highways issues currently causing concern)

It was reported that recently there have been instances of children riding bicycles along footpaths and a question was raised regarding whether North Yorkshire could supply leaflets about the dangers of cycling on footpaths. Craig Lyons the public safety officer agreed to source the material.

301 To agree the Accounts for Payment

Salaries and mileage allowance	February 2021	2427.49
Business Stream	Water Town Hall	24.68
Business Stream	Water cemetery	7.82
Craven DC	Garden waste bin cemetery	36.00
Riverside	Grit for pavements	89.33
Viking	Stationery	24.43
YLCA	Webinar for clerk -planning appeals and enforcement	22.50
BT	Telephone TIP	44.28
1 & 1 Ionis	Internet	18.00
Swalec	Unmetered electric supply	89.25
Craven DC	Trade waste	108.03
Premium Credit Limited	Insurance	330.27
Total Gas and Power	Electric Town Hall	160.33
NEST	Pension contributions	79.91

RESOLVED: Approved.

RESOLVED: Cllrs Adams and Stannard to authorise.

302 GDPR Matters to be discussed and a way forward agreed-

302.1 To consider designating that the clerk is responsible for co-ordinating compliance and efforts for subject access requests and/or data security breaches.

RESOLVED: That the clerk is designated as responsible for co-ordinating compliance and efforts for subject access requests and/or data security breaches.

302.2 To consider designating that the clerk is the Data Protection Compliance Officer.

RESOLVED: That the clerk is designated the Data Protection Compliance Officer.

302.3 To consider if advice and assistance from the Data Protection Officer at Craven DC will be sought in connection with carrying out impact assessments, deciding when they will be use, and how to record them.

RESOLVED: That advice and assistance from the Data Protection Officer at Craven DC will be sought in connection with carrying out impact assessments, deciding when they will be use, and how to record them.

302.4 To review the Data Audit document and agree the lawful basis of assessment for personal data. (Paper 2021/24)

RESOLVED: That the Data Audit document is reviewed and the lawful basis of assessment for personal data is agreed.

302.5 Work through the list of eight rights and annotate them to show how Bentham Town Council would be able to deliver each. (Paper 2021/25)

RESOLVED: That the list of eight rights is reviewed and the annotations showing how Bentham Town Council would be able to deliver each are agreed.

302.6 To review the following policies and forms: -

302.6.1 Privacy Policy (Paper 2021/26)

302.6.2 Records Management Policy (Paper 2021/27)

302.6.3 Freedom of Information Policy (Paper 2021/28)

302.6.4 Publication Scheme. (Paper 2021/29)

302.6.5 CCTV Policy. (Paper 2021/30)

302.6.6 Subject Access Request (SAR) Policy. (Paper 2021/31)

302.6.7 Security Incident Policy and Data Security Breach Action Plan. (Paper 2021/32)

302.6.8 Security Incident Response form. (Paper 2021/33)

302.6.9 Information Protection Policy. (Paper 2021/34)

302.6.10 Recording Policy. (Paper 2021/35)

RESOLVED: That the CCTV policy is amended to change the red ink at para 6d to black, and that the word “essentially” in that para is changed to “essential”.

RESOLVED: That the email address for the chairman in the Security Incident Policy is changed to Chairman@benthamtowncouncil.co.uk.

RESOLVED: That subject to the above amendments the Privacy Policy, Records Management Policy, Freedom of Information Policy, Publication Scheme, CCTV Policy, Subject Access Request Policy, Security Incident Policy and Data Security Breach Action Plan, Security Incident Response form, Information Protection Policy, and Recording Policy are agreed and adopted.

The Council thanked the Clerk for the work on this complicated issue.

303 To consider and agree actions to be taken in relation to opening Town Hall as a polling station on 6th May 2021. (Paper 2021/37)

It was reported that the polling station staff will monitor and control the flow of visitors and/or occupants of the Town Hall in accordance with the risk assessment document.

RESOLVED: To accept the risk assessment from Craven District Council.

RESOLVED: No further actions required.

304 To consider a quote for a defibrillator. (Paper 2021/38)

RESOLVED: To proceed with the purchase of the defibrillator and cabinet as per the quote of £1250.

RESOLVED: Cllr Farady to be asked to find out what is the time scale for delivery.

RESOLVED: Cllrs Stannard and Wills to discuss obtaining a quote for the installation work from a suitable electrician.

- 305 To discuss Open Spaces matters and agree a way forward: -
- 305.1 To consider a quote for tidying up the corner of the cemetery where shed used to be and removing self-sown trees. (Paper 2021/39)
RESOLVED: To proceed with the work quoted for at a cost of £550.
- 305.2 Should both sides of the pavements be gritted when gritting is warranted, or just one side; and if only one side, which one?
RESOLVED: To grit both sides of the pavements, when it is warranted.
- 305.3 To consider action required regarding moles along Low Botham Road.
RESOLVED: To take no action.
- 306 To consider the following correspondence and to agree a way forward and/or a response: -
- 306.1 RHSS (Reopen High Street Safely) funding assistance -what else do you need? (Paper 2021/40)
RESOLVED: The response is that can Jill Heseltine ask all local businesses what support they need herself please. And that her request for information should go to all local traders.
- 306.2 From Craven DC. Spatial Planning (Policy) Consultations. Second draft affordable housing SPD (Supplementary Planning document). Representations are invited on this draft SPD and should be received no later than 29/03/2021. (Paper 2021/41)
RESOLVED: No representations to be made.
- 306.3 Request from Lettings Officer at Sanctuary Housing Association for conformation that two applicants meet the letting criteria and have local connection.
RESOLVED: Clerk to respond in light of information contained in electoral register.
- 307 To receive items of correspondence for information only: -
- 307.1 Planning improvement letter of 03/02/2011with attachments, Peer Challenge Policy 02/02/21 and Appendix Planning Peer Challenge Improvement Plan. Circulated 11/02.
Received.
- 307.2 Local Government Reorganisation in York and North Yorkshire – Government consultation.
- 307.2.1 Email from Councillor Richard Foster dated 09/02 – circulated 11/02.
Received.
- 307.2.2 Letter from the Leader (Cllr Carl Les) to Parish and Town Councillors dated 18/02. Circulated 22/02.
Received.
- 308 To receive reports from Councillors who represent the Council on other bodies (for information only) – if any.
Alms Houses: Cllr Marshall reported that there has been an Almshouse meeting recently, at which more upgrades to properties were discussed. A Vacant property has been offered to a tenant, an accepted.
- 309 Items for next meeting and minor items for information only.
- 309.1 Clerk to circulate details/explanation of General Power of Competence to all councillors.
- 309.2 Please bear in mind that it may no longer be legal to hold remote meetings after 6th May 2021. NALC continue to pressure the government to extend the legislation that makes remote meetings possible, but it remains to be seen if this will be done or not.
- 309.3 Future full council meeting dates are planned to be 15/03/2021 (primarily for planning applications), 05/04/2021 (even though this is a bank holiday), and 03/05/2021 (even though this is a bank holiday).

309.4 NALC are advising all councillors to add items of business to an agenda asap, in case there is a gap between the end of remote meetings and the recommencement of physical meetings.

309.5 Clerks new chair will not go together. Cllr Taylor will look at it tomorrow.

310 Date of the next meeting: 15th March 2021.

There being no further business the meeting closed at 20.37.

CLERK'S REPORT TO BENTHAM TOWN COUNCIL, March 2021

1. Planning Decisions Received Since 24th February 2021 (Date of last clerk's report).

1.1. GRANTED

1.1.1. 2020/22331/VAR. Application for variation of condition no 6 (External Materials) on planning consent referenced 2019/21267/VAR granted 19 March 2020. At Former High Bentham CP School, Main Street, High Bentham, Lancaster.

1.2. REFUSED - none

1.3. WITHDRAWN – none

2. Highways information

2.1. TBA

3. Items circulated by email

3.1. Police Report 26/02

3.2. Community First Yorkshire - Weekly updates

3.3. Craven District Council

3.3.1. TBA

3.4. NALC

3.4.1. Chief Executives Bulletin 01/03.

3.4.2. Star council awards 2021. 01/03

3.4.3. Coronavirus update 01/03.

3.5. North Yorkshire Community Messaging – North Yorkshire Police

3.5.1. Weekly updates

3.5.2. Survey launched to gather views on dog theft in North Yorkshire and City of York. 25/02

3.6. Rural Services Network

3.6.1. Weekly updates

3.7. YLCA

3.7.1. White Rose updates

3.7.2. Training bulletin 01/03.

POLICE REPORT TO BENTHAM TOWN COUNCIL, 1 March 2021

Please find your monthly police report for Bentham Town Council meeting 01.03.21

We have had 25 incidents reported between 29.01.21 & 25.02.21

Officers are conducting regular Covid19 patrols in the area & dealing with Breaches

Reports include – General Admin from other Police force enquiries, civil dispute & sudden death, lost & found.

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

6 incidents - Covid19 – Holiday lets & licensing

29.01.21 - ASB Nuisance youths – Main Street – area searched no gain

30.01.21 – Suspect / concern – In order

09.02.21 – ASB/Concern – in order

11.02.21 – Crime Fraud – Post

16.02.21 – Concern for welfare – checked in order

20.02.21 – Crime Fraud – DVLA

21.02.21 - Abandon Call – checked in order

25.02.21 – Crime Fraud – HMRC

25.02.21 – Road Related offence – Vehicle seized – no insurance

25.02.21 – Concern for welfare – joint partnership working

7 incidents – recorded - 17.02.21 – Suspect vehicle Audi in black & 3 males at Paxton's, 18.02.21 -

Suspect vehicle VW Golf in black & males at Springfield looking through windows & trying doors,

19.02.21- North Craven Settle, Ingleton, Bentham rural watch member came across 2 Quad bikes

heading from Low Bentham towards Lancashire which had been stolen from an outbuilding on Mill

Lane. In the Lancashire area Lancashire police arrested 3 males & seized black VW Golf – Joint police

Investigation ongoing.

23.02.21 report of 2 Quad bikes found near Holme Farm Low Bentham which were the ones

reported stolen on the 19.02.21 from Mill Lane – both quads returned back to owner. Great result

for North Craven Settle, Ingleton, Bentham rural watch members, Police & the community

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

Useful site re Crime and policing in England which allows you to search re incident recorded in your area www.police.uk

You can also report safety issues under speed concerns on - www.roadwise.co.uk.

If anyone would like to sign up to Craven Community messaging then please visit -

www.northyorkshirecommunitymessaging.org

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

Kind Regards

Jayne

PCSO Jayne Grace

Collar number 5561

Dedicated Safer Neighbourhood PCSO

Settle Ingleton & Bentham area

North Yorkshire Police

101

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