

**MINUTES of the Council Meeting held on Monday**  
**21st June 2022, at 7.30 pm –**  
**in the Ballroom at Bentham Town Hall.st**

Present: Cllrs Adams (Chair), Burton, Gerrie, and Hill. The clerk Christine Downey. Two members of the public.

- 52 Apologies from members unable to attend: -
- 52.1 To Note Apologies for absence given in advance of the meeting.  
**Cllr Marshall.**
- 52.2 To consider acceptance of reasons for absence – if consideration of reason requested.  
**None.**
- 53 Declaration of interests: -
- 53.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.  
**None.**
- 53.2 To approve dispensation requests – if dispensation requests received.  
**None.**
- 54 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; The period of time designated for public participation at a meeting shall not exceed 20 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 3 minutes).
- A member of the public reminded the Council about the plans for an audio system of some sort in the Town Hall and requested an update on the position. It was report that the arrangements initially suggested have proved to be unworkable and that other options are being examined. Cllr Adams will report back in due course.**
- 55 To Confirm the Minutes of the previous meeting on 6<sup>th</sup> June 2022. (Paper 2022/105)  
**RESOLVED: That the minutes of the meeting of 6<sup>th</sup> June 2022 are agreed and be signed.**
- 56 To consider and comment upon New Planning Applications
- 56.1 2022/24027/FUL. Change of use of land to form a 5-pod holiday let development, the formation of a car parking area with improved access of Low Bentham Road, along with the installation of a foul water collection sump. Willentree, Low Bentham Road, Low Bentham, Lancaster, LA2 7BT.  
**RESOLVED: That the Council has no objections to this application.**
- 56.2 2022/24085/HH. New single storey rear extension to replace conservatory. Brentwood End Cottage, Main Street, Low Bentham, Lancaster, LA2 7BY.  
**RESOLVED: That the Council has no objections to this application.**
- 56.3 2022/24086/LBC. New single storey rear extension to replace conservatory. Brentwood End Cottage, Main Street, Low Bentham, Lancaster, LA2 7BY.  
**RESOLVED: That the Council has no objections to this application.**
- 57 To sign and approve the **Annual Return.**
- 57.1 To review the statement of internal control and the effectiveness of the system of internal control. (Papers 2022/106 and 2022/107)  
**RESOLVED: That papers 2022/106 and 2022/107 were reviewed and agreed without amendment.**

- 57.2 To receive the audit report from the internal auditor. (Paper 2022/108)  
**RECEIVED.**
- 57.3 To review the effectiveness of the internal auditor. (Paper 2022/109)  
**RESOLVED: That paper 2022/109 be accepted and agreed.**
- 57.4 To confirm that Carrie Pillow of Elkerlodge Bookkeeping be appointed as the internal auditor for the year 2022/23.  
**RESOLVED: That Carrie Pillow of Elkerlodge Bookkeeping be reappointed as internal auditors for 2022/23.**
- 57.5 To review and agree the council audit plan for 2022/23. (Paper 2022/110)  
**RESOLVED: That the Council Audit Plan was reviewed and agreed.**
- 57.6 To receive the Annual Internal Audit Report 2021/22. (Paper 2022/111, page 3)  
**RECEIVED.**
- 57.7 To agree and approve the annual governance statement. (Paper 2022/111, page 4 – Section1)  
**RESOLVED: That the Annual Governance Statement be agreed and approved.**
- 57.8 To agree and approve the accounting statements. (Paper 2022/111, page5 – Section 2)  
**RESOLVED: That the Accounting Statements be agreed and approved.**
- 58 To discuss the recent break in at the Town Hall and agree actions to be taken.  
**RESOLVED: Clerk to arrange for Stephen Frankland to make the fire escape door as secure as possible.**  
**RESOLVED: Cllr Adams to discuss upgrading the CCTV at the Town Hall with the original installer and to pursue a quote for consideration.**
- 59 Items for next meeting and minor items for information only.  
**Apologies for the meeting of 4<sup>th</sup> July 2022 received from Cllr Burton.**  
**A payment to Housing21 that was approved at last meeting has not been authorised online, Cllr Adams will proceed to authorise it now.**  
**Further details of two free hanging baskets from Craven District Council to be obtained.**  
**Arrangements to be made for the bin at Town Hall to be locked up asap, and if rubbish appears dumped beside the bin thereafter, a record of roughly when it arrived to be kept by caretaker, so that appropriate action can be taken.**
- 60 Date of next meeting: **Provisionally 4<sup>th</sup> July 2022. Clerk to check Cllr Marshalls availability.**
- 61 To resolve that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the business, that the public and press be excluded from the meeting, whilst item 62 is considered.  
**RESOLVED: That the press and public be excluded from the meeting.**
- 62 To consider items of correspondence receive regarding the Community Youth Building and agree a way forward. (Papers 2022/112 and 2022/113)  
**RESOLVED: That the offer on the property is declined.**  
**RESOLVED: That a special motion, with written notice by at least four councillors will be given to the Proper Officer in accordance with standing order 9, in order to consider reversing the decision taken on 6<sup>th</sup> June 2022, “To advertise as per sales particulars”.**  
**RESOLVED: That the property remains on the market in the meantime.**

There being no further business the meeting was closed at 20.13.