



BENTHAM TOWN COUNCIL

Town Clerk
Bentham Town Hall, Station Road,
Bentham, Lancaster LA2 7LH
Tel/Fax: 015242 62587
Email: townclerk@benthamtowncouncil.co.uk

Tuesday 16th July 2024

Bentham Town Council Open Spaces Committee Minutes

MONDAY 15TH JULY 2024 – 7:30PM

Present: Cllrs Burton, Paige, Marshall and Stannard

Town Clerk: Claire Burrow

MOP – 2

OS1. To elect a Chairman.

RESOLVED – proposed, seconded and voted for by show of hands to vote Councillor Marshall as the Chair.

OS2. **Apologies** from members unable to attend:

OS1.1 To note apologies for absence given in advance of the meeting.

Cllr Taylor

OS1.2 To consider acceptance of reasons for absence – if consideration of reasons requested.

APPROVED

OS3. **Declaration of interest:** -

OS3.1 To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interest.

NONE

OS3.2 To approve dispensation request – if dispensation request received.

NONE

OS4. **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 consultation. (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).

MOP1 – regarding OS13.1 - Spoke about the oncoming of darker nights would mean that the lights were vital.

OS5. To **approve the Open Spaces Committee meeting minutes** of Monday 24th April 2024 as a true and accurate record.

RESOLVED – that the minutes of Monday 24th April be signed, agreed as a true and accurate record.

OS6. To receive the financial update of the Open Spaces.

RECEIVED and NOTED see appendix A

OS7. **Cemetery issues:**

OS7.1 To consider the cemetery fees, with recommendations to Full Council.

RESOLVED – to recommend an increase of the cemetery fees in line with other local cemeteries.

OS7.2 To consider labelling the reserved graves, the empty plots and the graves with no memorials.

RESOLVED – to publish map in cemetery rather than label individual graves due to disruption to grass cutting.

OS7.3 To consider the addition of a coded lock to the cemetery gate.

DEFERRED

OS7.4 To consider the trimming of hedges by the vehicle entrance gate and the second pedestrian gateway.

RESOLVED – Parish Caretaker to quote for.

OS7.5 To consider the memorial wall extension with initial quote.

RESOLVED – to draw up a specification after a site visit, request quotes.

OS7.6 To consider the extension of the cemetery, with fencing and drainage.

RESOLVED – Clerk to look at the deeds of the cemetery, request initial quotes for drainage of the land, request quotes for fencing and ACTION – Clerk to research consecrated ground.

OS7.7 To consider procedures of purchasing grave plots for burials and exclusive rights of burial.

RESOLVED – Clerk/Cemetery Superintendent to give purchasers and funeral directors allocation options.

OS8. To consider **pruning the trees** on Springfield and Butts Lane with quote from Beaver Trees.

DEFERRED to walk around.

OS8.1 To consider other areas in need of tree pruning.

RESOLVED – trees along Low Bentham road need looking at.

OS9. **Phillip Harvey Playing Fields:**

OS9.1 To consider a specification for the path alongside the Philip Harvey Playing Fields.

RESOLVED – to draw up a specification with hardcore, in two sections, top half and bottom half.

OS9.2 To consider the boundary hedges/fences of the Philip Harvey Playing Fields.

RESOLVED – Beech tree is growing over the fence from a neighbouring property. Parish Caretaker to quote.

OS10. To consider alterations to the **grass cutting contracts** for tender 2025 – 2028.

RESOLVED – Council are happy with the work completed by Kingsdale Projects, according to the contract; extend the grass cutting contract by a further 2 years, with a 2.5% increase for each year, which should have been applied each year.

OS10.1 To consider the introduction of wildflower areas and identify areas.

DEFERRED for further Councillor research.

OS11. **School Hill**

OS11.1 To note the planting of School Hill planters.

NOTED – Thanks to Cllr Hill for planting.

OS11.2 To consider the watering of the planters.

RESOLVED – neighbour volunteered to water the plants, Council wish to express their thanks.

OS11.3 To consider the weeding and maintenance of School Hill.

RESOLVED – Parish Caretaker to spray.

OS12. To consider the responsibility for the upkeep of the **Rose Garden in Low Bentham.**

RESOLVED – ACTION – Clerk to contact North Yorkshire Council to enquire.

OS13. **Street Lighting**

OS13.1 To consider the works and quote for the street lighting connections on Duke Street (if received)

RESOLVED – money is in the budget, quote ACCEPTED.

OS14. To consider the upkeep and planting of the **Welcome Walls.**

RESOLVED – daffodils grow, these areas already look nice. NOT APPROVED

OS15. To consider specific benches for cleaning.

RESOLVED – most benches are in good clean condition. NOT APPROVED.

OS16. To consider the work required at the Low Bentham Green.

**RESOLVED – the Green is being used by children to play on,
NO FURTHER ACTION NEEDED AT PRESENT.**

OS17. To consider matters arising from the Parish Open Spaces walkaround.

DEFERRED – to Tuesday 16th July 2024 at 6pm

OS18. Items for **next meeting and minor items for information** only.

**Street light tender
Cemetery extension
Wildflower planting
Bin map
Potential of dual purpose bins**

OS19. Date of **next meeting**.

Monday 16th September 2024, 7:30pm, Lower Hall, Bentham Town Hall.

Meeting closed at: 9:02pm

C Burrow

**Claire Burrow
Bentham Town Clerk
Tuesday 17th July 2024**

**Bentham Town Council
Detailed Budget Summary**

16 July 2024 (2024 - 2025)

Cost Centre 1 (Between 01/07/2024 and 31/03/2025)

Open Spaces	Last Year 2023 - 2024				Current Year 2024 - 2025				Next Year					
	Receipts		Payments		Receipts		Payments		Receipts	Payments				
	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Budget				
Code Title														
1 Sundries (OS)														
2 Grass Cutting (OS)			17,690.00	17,460.00					19,000.00	6,620.00			784.50	784.50
3 Parish Caretaking (OS)			2,000.00	630.00										
4 Pavement Gritting (OS)			2,000.00	189.00					2,000.00					
5 PHPF (OS)			2,000.00						2,000.00					
68 Heritage Trail and foot														
77 Wenning Ave Work S1														
78 Heritage Trail and foot														
81 Finger post (Reserve)										3,000.00				
85 Open Spaces Income	300.00	319.57			300.00									
112 Landscaping Parish			1,220.00							1,000.00				
142 Caretaking Supplies														
148 land														
SUB TOTAL	300.00	319.57	24,910.00	18,279.00	300.00				27,000.00	7,404.50			7,404.50	

Summary

TOTAL	300.00	319.57	24,910.00	18,279.00	300.00				27,000.00	7,404.50			7,404.50	
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**Bentham Town Council
Detailed Budget Summary**

16 July 2024 (2024 - 2025)

Cost Centre 3 (Between 01/07/2024 and 31/03/2025)

Street Lighting	Last Year 2023 - 2024				Current Year 2024 - 2025				Next Year					
	Receipts		Payments		Receipts		Payments		Receipts	Payments				
	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Budget				
Code Title														
27 Electric Supply (street			1,500.00	1,682.97					1,500.00	712.41			712.41	
28 Maintenance (street liq			400.00	281.80					400.00					
75 Street Lighting Progra									20,000.00					
80 Street Lighting at Duki										749.00			749.00	
83 School Hill and lamppi														
SUB TOTAL			1,900.00	1,964.77					21,900.00	1,461.41			1,461.41	

Summary

TOTAL			1,900.00	1,964.77					21,900.00	1,461.41			1,461.41	
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