

BENTHAM TOWN COUNCIL

Minutes of the Council Meeting held on Monday 5 June, at 7.30 pm in the Lower Town Hall

Present Cllrs Adams, Bridgeman, Faraday, Handford, Pritchard, Stannard, Swales & Townson. Also DCllr Thompson, the clerk Mrs Burton and 6 parishioners

23. To Receive Apologies from members unable to attend
Cllrs Marshall, Taylor & Vendy, also CCllr Ireton
- Cllr Townson had sent word that he would be late and arrived during item 30, planning.
DCllr Brockbank was attending a meeting at Craven so did arrive at 9.05pm for the end of the meeting
24. 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
25. To Receive Comment & Concerns
A resident complained about the state of flag flying on the Town Hall and offered to raise and lower the flag for the Council. The Chairman apologised for the recent problems with the flag pole and thanked him for his offer and said it would be discussed at item 37.2 on the agenda.
26. To Confirm the minutes of the previous meeting
RESOLVED: That the minutes of the meeting on 3 May be signed
27. To Receive the Clerks Report (for information only) - see end of these minutes
28. To Receive the Police Report & allow members to ask questions for information
PC Parsons said 40 incidents were reported to the police in May including one minor injury road traffic accident, 4 missing persons and 11 crimes. The crimes included one of criminal damage to a vehicle, 2 assault, one harassment, a burglary from the chip shop, 2 sexual offences, an assault with criminal damage and 2 criminal damage (one on the Shakey Bridge footpath and the other at Ellergill) by two youths that had been dealt with. She agreed to look into reports of antisocial behaviour on School Hill on Wednesday evenings.
29. To Receive Reports from CCllr & DCllrs (for information only)
DCllr Thompson said that problems had been raised around the recycling pods that were theoretically available for those without space for a blue bin and he asked to be informed of any residents that were experiencing this. With regard to the recycling of plastics he confirmed that he had asked Craven to look for a contractor who would take all plastics rather than just type 1 & 2. In the meantime, he suggested that all type 1 & 2 plastics should be put into the blue bin, with the exception of black meat trays.
DCllr Brockbank (when she arrived) reported that the Local Plan had been put back
30. Planning
- 30.1. To Consider and Comment upon New Applications
- 30.1.1.08/2017/17963 Retrospective application for engineering operations to lower ground levels for construction of proposed garage at The Red House, Gas House Lane, High Bentham
RESOLVED: That the Council had no objections to this application
- 30.1.2.08/2017/18052 Proposed detached double garage & single storey extension at Little Ellergill Cottage, Doctors Hill, Low Bentham
RESOLVED: That the Council had no objections to this application
- 30.1.3.08/2017/18102 Conversion of underground reservoir to dwelling at Millers Green, Mewith Lane, High Bentham
RESOLVED: That the Council had no objections to this application
- 30.1.4.08/2017/18107 Removal of existing timber conservatory & erection of single storey rear extension at 10 Wenning Avenue, High Bentham
RESOLVED: That the Council had no objections to this application

- 30.1.5.08/2017/18125 Outline application with some matters reserved for single storey passive house on Land Off Mill Lane, Low Bentham
There was some discussion about the greenfield site nature of this application but in general Cllr had no objection

RESOLVED: That the Council had no objections to this

application

- 30.2. To Receive Planning Decisions
- If any (see Clerks Report)

- 30.3. To Receive Correspondence on Planning Issues
- If any (see Clerks Report)

31. Highways Matters

- 31.1. To Consider the use of disabled parking bays in the town
It was noted that there was no time limit on the disabled bay on Station Road. Disabled drivers are restricted to 3 hours on a single yellow line and it was suggested that this may be a better idea. The current space is large enough for 2 cars, but parking is not always considerate with cars being left in the middle of the space.

RESOLVED: That the status quo be maintained at present

- 31.2. To Receive information from NYCC Highways regarding the footpaths behind Grasmere Drive
NYCC Highways had not met with Council but had been and looked at the footpaths and suggested that bringing them up to adoptable standard would be cost prohibitive. It was agreed that this should be passed back to DCllr Brockbank as the land was in multiple ownership. The Council agreed that it might be able to do some tidying up and could consider installation of extra lighting but that it was not in a position to take the adoption any further.

RESOLVED: That the NYCC response be passed to DCllr Brockbank

RESOLVED: That the Council is prepared to assist in tidying up the area and possibly adding extra lighting if required.

- 31.3. To Consider the North Yorkshire Permit Scheme consultation, and agree a response if any

This consultation was primarily aimed at organisations working on the highway. The Council felt that the proposed scheme would improve the current system and coordinate works in a better way, but that it did not need to respond

RESOLVED: That no response is necessary

- 31.4. To Consider and Note Highway Matters for Information

It was noted that marked potholes had still not been repaired, and that there were considerable unmarked potholes on Clapham Road between Pye Busk and the telecoms mast which also needed attention. An on-line reporting system should be available and members of the public were encouraged to start using this system which will give a more definitive dated paper trail of reports.

The bollard outside Barwise had been removed following a recent collision meaning that the canopy could be hit by passing traffic. NYCC should be asked to replace it. It was suggested that the planning application on Mill Lane may solve the problem of the overgrown & damaged railings in that area

RESOLVED: That NYCC Highways be asked again about the repair of potholes on Burton Road & Clapham Road.

RESOLVED: That NYCC Highways be asked to replace the bollard outside Barwise Bakery

32. To Receive a report from the meeting with the Playing Fields Association Trustees on 24 May
Cllrs Townson & Taylor had met with Trustees of the Playing Field Association which is in a period of transition. The land is leased until 2028 but only generates a small income, which is bolstered by a Precept Grant. The Trustees need to formulate a long-term strategy to revive the area and would like support from the Council. The Council agreed that it was happy to provide support in principle but needed more information as to what the Trustees actually required. It was suggested that the Trustees should come back to the Council with concrete plans and a way forward could be agreed.

RESOLVED: That the Council agrees in principle to provide support to the PFA Trustees but asks for more detail on the future plans and the part it might be able to play

33. To Receive an update on the process to appoint a new caretaker
The Chairman confirmed that several applications had been received and interviews had been arranged for later in the week with a panel of the Chair, Vice Chair and Clerk. It was agreed that the panel should make the appointments and report to the Council after the interviews
RESOLVED: That the interview panel would make the appointments and report to the Council after the interviews
34. To Review and Discuss the Council's grass cutting contract and work done to date this year
Numerous complaints had been received and the service seemed to have reverted to the poor performance seen in 2015/16. There had been no weather problems to the end of May and the season had started slowly so there was little excuse, but some areas did not appear to have been cut, others were of poor quality. Only one cut in April had been invoiced and no paperwork confirming other cuts had been received. It was agreed that the contractor should be asked to a meeting with members of the Open Spaces Committee
RESOLVED: That the contractor should be informed of the Council's displeasure and asked for a meeting to look at the problem areas.
35. To Appoint a contractor to install the new access to Low Bentham School Playing Field, if tenders are available
Four tenders had been received based on a spec provided and were considered blind, labelled A to D, to ensure that Cllrs could not be biased. There was a difference of almost £2000 between the top and bottom quotes.
RESOLVED: That Company A (Taylor Environmental Groundworks Ltd) be asked to install the access at a cost of £2540 plus VAT
36. To Note the draft minutes of the Marketing Committee meeting on 25 May, & consider recommendations - noted
36.1. To agree the recipient of the 2018 calendar funds
RESOLVED: That Bentham School PTA be awarded the 2018 calendar funds
37. To Note the draft minutes of the Buildings Committee meeting on 15 May and consider recommendations - noted
37.1. To agree to repair the cooker igniter at a cost of £81.40
RESOLVED: That JLA be asked to repair the cooker at a cost of £81.40
37.2. To consider the need for the flagpole on the Town Hall
The flag had been causing problems as it had wrapped around the pole at roof height and the Committee had agreed to ask the Fire Brigade to remove it as they had ladders long enough. This had coincided with the aftermath of the Manchester bombing when the residents had wanted to fly a half mast flag and had also has suitable ladders to reach the problem flag. Council agreed that the current situation was problematic as there was no one on the staff capable of raising the flag. The offer from Mr Bentham was considered and it was agreed that, dependent upon approval from the insurers being happy to cover a volunteer 'working at height', it should be accepted.
RESOLVED: That Mr Bentham's offer to raise and lower the flag on relevant dates should be accepted if the insurers were prepared to cover him as a Council volunteer
38. To agree a date for a Community Emergency Planning meeting with NYCC, and agree attendance
RESOLVED: That Cllrs Adams, Townson, Faraday & Bridgeman meet the officer on 19 June, time to be confirmed
DCllr Brockbank arrived at 9.05pm
39. To Agree the Accounts for Payment
- | | | | |
|-------------------------|--------|---------------------|--------|
| Craven District Council | 50.29 | Currys | 69.99 |
| Mopps | 384.00 | Dash4It | 48.88 |
| Aviva | 333.12 | JLA | 228.00 |
| Opus | 115.07 | JPLennard | 269.87 |
| EE | 23.99 | Phone Coop | 3.01 |
| British Telecom | 398.11 | ClearGlass Cleaning | 100.00 |
| Kingsdale Projects | 345.00 | Thomas Graham | 90.13 |

Horton Landscaping	432.12	Yorkshire Internal Audit	305.00
Myers Building Supplies	36.47	B & CE Armstrong	279.01
Yorkshire Water	224.95	NEST	26.34
		Salaries	1759.55

RESOLVED: That the accounts for payment are agreed

- 39.1. To note that the EE broadband has been replaced with BT following their takeover of EE, at a saving of £23.99 (inc VAT) / month - noted
40. To Sign and Approve the Annual Return 2016/17 (paper 2017/08)
- 40.1. To Review the statement of internal control and the effectiveness of the system of internal control (papers F2017/01 & F2017/02)
- RESOLVED: That papers F2017/01 & F2017/02 be signed**
- 40.2. To Receive the Audit Report from the Internal Auditor (paper 2017/06) - received
- 40.3. To Review the Effectiveness of the Internal Audit (paper F2017/03)
- RESOLVED: That the effectiveness of internal audit was reviewed and paper F2017/03 signed**
- 40.4. To Confirm Yorkshire Internal Audit Services appointment for the year 2017/18
- RESOLVED: That Yorkshire Internal Audit Services be reappointed as internal auditors for 2017/18**
- 40.5. To Review & agree the Council Audit Plan for 2017/18 (paper 2017/07)
- RESOLVED: That Audit Plan for 2017/18 is agreed**
- 40.6. To Agree & Approve the Annual Governance Statement (section 1 Paper 2017/08)
- RESOLVED: That the Annual Governance Statement be agreed, approved and signed**
- 40.7. To Consider the Accounting Statements for 2016/17 (Paper 2017/08)
The Accounting Statements for 2016/17 were considered
- 40.8. To Agree & Approve the Accounting Statements (section 2 Paper 2017/08)
- RESOLVED: That the Accounting Statements be agreed, approved and signed**
41. To consider items of Correspondence
- 41.1. To receive a letter about the Dales Bus Summer Timetable and agree a response
The Dales Bus timetable only includes Bentham on a Sunday despite running to other areas during the week. The Council agreed to ask whether the Sunday service could be extended.
- RESOLVED: That NYCC Transport be asked if the Dales Bus Service could be extended to include Bentham on week days as well**
- 41.2. To receive a request for nominations for Parish Representatives of Craven District Council's Standards Committee before 19 June
- RESOLVED: That no nominations be made for Parish Representatives of the Standards Committee**
- 41.3. To receive an invitation to the Age Concern AGM at 1.30pm on Friday 30 June, and agree attendance
- RESOLVED: That Cllr Swales will attend the Age Concern AGM as Cllr Adams is unavailable**
42. To Receive Reports from Councillors who represent the Council on other bodies (for information only)
Cllr Townson said that the Extracare Group had met again with NYCC and the housing provision was now more probable than possible and work could start as early as Spring 2018.
Cllr Stannard announce that the School were holding a Countryside festival on June 27. He also added that the snagging list on the new building still had 40 items on it 2.5 years after it was opened which was considered a disgrace.
Cllr Adams had attended an Aid in Sickness meeting and said there had been a good response to the request for applications for funding
43. Items for next meeting and minor items only
The clerk informed the meeting the Longstaffe Educational Foundation quiz night was on 22 June. It was suggested that Council should field a team.
Thanks were expressed to Kingsdale Projects for their recent work on both the trees on Low Bentham School field and the Heritage Trail. Several favourable comments had been

received from residents and walkers as to the standard of the work. The clerk agreed to contact the fence installers regarding a damaged panel on LB school playing field. It was agreed that a letter of thanks should be sent to the Carnival Committee following a really good day.

Gaynor Brown of Dementia Friendly Communities had been in touch and should be invited to the next Council meeting.

Further comments were received regarding the top Auction Mart entrance. The chairman suggested this could be an agenda item if there were solutions that could be proposed, bearing in mind that the area was private land.

The state of the pavement around the bottom of Calverley's Yard had been reported to the Chairman and the clerk. The clerk had reported this to NYCC Highways as it is not Council land.

There being no further business, the meeting was closed at 9.37pm

AGENDA ITEM 27)

CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 5 June 2017

1. Planning Decisions Received Since Last Meeting

1.1. GRANTED

- 1.1.1. 08/2017/17775 Demolition of redundant school & provision of 5no. dwellings (resubmission of withdrawn application 08/2016/17640) at Low Bentham School, Doctors Hill, Low Bentham
- 1.1.2. 08/2017/17909 Application for change of use of business premises to daytime café/takeaway & evening bistro (Class A3) at 26 Main St, High Bentham

1.2. REFUSED

- 1.2.1. None

2. Planning Correspondence

- 2.1. none

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

- 3.1. Rose Garden lease / purchase request made 22 May, response awaited
- 3.2. Co-Option procedure - Clerks Forum request made 8/5, collation in progress
- 3.3. Insurance renewal response made 16/5
- 3.4. Community Emergency Plan - officer contacted 16/5. Unable to fix date before 1/6, further dates awaited.

4. Items for Information - see information folder

- 4.1. Thank you letter from Yorkshire Air Ambulance
- 4.2. ICO Certificate of Registration 2017/18 (& noticeboards)
- 4.3. Blood Donor session, Ingleton 16 June
- 4.4. The Clerk Magazine, May 2017
- 4.5. Clerks & Councils Direct, May 2017

5. Items circulated by email

- 5.1. Latest Weekly Rural News Digest 8/5, 15/5, 22/5, 30/5, 5/6
- 5.2. Rural Vulnerability Service, Rural Transport 10/5, Rural Broadband 24/5, Fuel Poverty 31/5
- 5.3. Rural Opportunities Bulletin, 31/5
- 5.4. Craven Area Committee 31/5 (& noticeboards)
- 5.5. Rural Housing Spotlight, Young People 17/5
- 5.6. NALC Weekly Bulletin - General Election Special 22/5
- 5.7. NALC Weekly Update 30/5
- 5.8. Locality newsletter 15/5
- 5.9. NY Open Studios, 3-4 & 10-11 June 2017
- 5.10. Fields in Trust - Creating a Legacy
- 5.11. Fields in Trust Newsletter 8/5
- 5.12. LASRUG newsletter, June

6. Progress on Outstanding Matters

- 6.1. Highways meeting regarding Grasmere Close - date still awaited
- 6.2. Street Lighting further discussed by Open Spaces, meeting with ENW to be arranged
- 6.3. NYCC asked about ditches 20/7, chased 20/11/16
- 6.4. Community Emergency Plan, 03/16 - committee to organise meeting and report back
- 6.5. Craven Area Committee requested to consider Bentham School Crossing, 18 January 2016

- 6.6. Replica VC Winners stone confirmed ordered 12/11/15. Delivery dates awaited
- 6.7. Flagpole - donor found, to be progressed
- 6.8. Grasmere Drive bench site location permissions received, costs received, CDC to consider