

## BENTHAM TOWN COUNCIL

### Minutes of the Council Meeting held on Monday 2 August 2010, at 7.30 pm in the Town Hall

Present Cllrs Adams, Barnes, Brown, Burton, Hurlley, Marshall, Procter, Webster, Wills & Yaman. Also DCllr Barrington & CCllr Ireton (*arrived late*), the Clerk, Mrs Burton & 3 parishioners

66. To Receive Apologies from members unable to attend  
Cllr Faichney & DCllr Brockbank. The clerk informed the meeting that CCllr Ireton would be late
67. To Receive Declarations of Interest from members present  
Cllr Yaman declared a personal interest in item 84.3, the concessionary fares scheme.
68. To Receive Comment & Concerns  
A member of the public raised several Health & Safety issues around the town, which were not actually Council matters, although it was agreed that the Council would write to Network Rail about the state of the wooden bridge over the railway at Duke Street.
69. To Confirm the minutes of the previous meeting  
**RESOLVED: That the minutes of the meeting on 5 July be signed**
70. To Receive the Clerks Report (for information only) – see end of these minutes  
The clerk reminded the Council about the information event on 9 September to consider the new school, held between 2 and 4 pm in the school and between 4.30 and 6.30pm in the Town Hall. She also highlighted the letter from Julian Smith MP regarding the closure of Skipton Magistrates Court. Mr Smith had caught the 7.39am train from Bentham on Friday 30 July with DCllr Brockbank to experience the journey to Harrogate.
71. To Receive the Police Report & allow members to ask questions for information - none
72. To Receive Reports from CCllr & DCllrs (for information only)  
DCllr Barrington told the meeting that Craven District Council had also protested about the closure of Skipton Magistrates Court. Locally she had been trying to solve the problem of the inadequate paper containers on Grasmere Drive. There are now 5 recycling bins for paper on the car park and the situation is being monitored. There have been cases of fly tipping on Dumb Toms Lane and Nutgill. The Concessionary Fares scheme consultation runs until October and the Overview and Scrutiny Committee will review Craven's operation of this scheme.  
CCllr Ireton had provided a report. He reminded Cllrs of the September meeting where Jacobs will show the initial design and parents and residents have an opportunity to air their views. There has been no announcement on the capital programme for 2011 and the review will not report until the end of the calendar year, it will therefore be important for the new school to be started before the end of the financial year for funding to be guaranteed. Cuts have already been announced for 2010/11, with £7.7million being cut from the Highways and Transportation budget. This means that all integrated transport schemes are to be reviewed with a substantial number being postponed or withdrawn.
73. Planning  
73.1. To Consider and Comment upon New Applications - none  
73.2. To Receive Planning Decisions  
If any (see Clerks Report)  
73.3. To Receive Correspondence on Planning Issues  
If any (see Clerks Report)
74. Highways Matters  
74.1. To consider NYCC Highways Winter Service and the provision of Salt Bins & Heaps, and agree a response  
The list of bins and heaps was reviewed. It was noted that Council could pay for extra bins to be placed and supplied with salt. It was agreed that the bin on Mount Pleasant by the school should be retained, even if Highways want to remove it, and that a bin should be put on Summerhill, near the Methodist Cemetery  
**RESOLVED: That NYCC Highways be asked to retain the salt bin on Mount Pleasant, and place another one on Summerhill, near the Methodist Cemetery if possible.**  
74.2. To receive notice of Road Closures at Parkfoot, Ingleton and Chapel Lane, Burton from 16 August 2010 - received.  
74.3. To receive a letter regarding parking on Grasmere Drive and agree a response  
A resident of Grasmere Drive had written complaining about cars parking across his drive when attending the surgery. Council agreed to contact NYCC Highways to see what could be done about white lining parts of the bottom of Grasmere Drive. It was agreed that comments about the planning process should be corrected as the Town Council has no influence on these issues.  
**RESOLVED: That NYCC Highways be asked for a site visit to consider putting white lines on parts of the bottom of Grasmere Drive**

**RESOLVED:** That a letter be sent to the surgery asking if staff could use the car parks, freeing up more space for patients

**RESOLVED:** That a reply be sent to the complainant explaining the planning process and the fact that the Council can only comment.

74.4. To Consider and Note Highway Matters for Information

Complaints about the state of the footpath to the rear of Grasmere Drive are being dealt with by Yorkshire Housing.

Issues with the lack of white lines on the B6480 to the county boundary, the subsidence on Burton Road by the old primary school, and the surface of Mill Lane were raised. Also the fact that the manhole cover between One Ash and Bellbank has been covered by tarmac in the recent pothole filling was reported.

**RESOLVED:** That these issues be reported to NYCC Highways

A reply from NYCC Highways regarding the gullies between Egerton and Burton stated that all had been cleaned on 16 June. This fact was disputed by a Cllr who had watched the process where not one gully lid had been lifted.

**RESOLVED:** That NYCC Highways be informed of the lack of cleaning

It was agreed that Rail Track should be asked to cut back the trees on Station Road as they are encroaching onto the pavements.

**RESOLVED:** That Rail Track be asked to trim the trees on Station Road

Comments were made that the new 50mph signs on the Lancashire side of the boundary did not make up for the poor road surface and that the money would have been better spent on tarmac.

**RESOLVED:** That a letter be sent to LCC regarding the poor road surface between Wennington and the county boundary.

The grass triangle at the end of Dumb Toms Lane needs cutting

**RESOLVED:** That the Parish Caretaker be asked to trim the Dumb Toms Lane triangle

There was considerable discussion about the dangers of young children playing on Wesley Close without regard to the traffic. Whilst recognising that this is down to parental responsibility, Council agreed to ask NYCC Highways to think again about signage on Wesley Close.

**RESOLVED:** That NYCC Highways be asked for a site visit on Wesley Close to reconsider signage

**RESOLVED:** That the Police be asked to send a female officer to talk to the young children about road safety.

75. To consider moving the dates of the September and December Council Meetings.

**RESOLVED:** That the dates of the September & December meetings remain unchanged

76. To receive an update on Bentham Common Lands Charity

A meeting of BCLC had been called and the current Chairman and secretary had resigned. Cllr Wills had agreed to take over temporarily as Chairman until new Trustees could be appointed to the vacancies and a new secretary can be found. In the interim the clerk has agreed to take on the secretarial duties. Ingleton Parish Council need to appoint a new Trustee.

*(Cllr Ireton arrived)*

77. To debate the new Model Standing Orders and their adoption by Bentham Town Council (paper 2010/11)

Council agreed that considerable work was required to make sure that these suit the Council and allow it to function properly. A working group of Cllrs Marshall, Adams, Procter and Yaman was appointed to do a proper review and report back to the September meeting

**RESOLVED:** That Cllrs Marshall, Adams, Procter and Yaman review and amend the Model Standing Orders for consideration at the September council meeting

78. To debate and adopt the 2008 Model Financial Regulations (paper 2010/12)

**RESOLVED:** That the Working Group also consider the Financial Regulations and ensure they are in line with the proposed Standing Orders

79. To receive an update on the Community Youth Project

The clerk informed the meeting that Planning Permission had finally been obtained for the refurbishment work at the Community Centre and that the contractors had started.

80. To receive an update on Low Bentham School Playing Field and the licence

NYCC have confirmed that the license has been signed and will become operational as soon as insurance and the locking rota is in place. DCllr Barrington agreed to confirm the rota to the clerk

**RESOLVED:** That the rota for opening and closing the Low Bentham School Playing Field will be confirmed to the clerk so that the licence can be made operational.

81. To receive an update on Low Bentham Playing Field and any progress.

The field has been reconsidered by Cllrs who agree that it cannot be levelled without proper consideration of the buried services. United Utilities will be contacted for maps of the cables and water pipes, and for replacement of the rusty valve chamber lid. Once the position of these services is known the humps and hollows can be levelled.

**RESOLVED:** That United Utilities be contacted regarding the positioning of cables and pipes under the field, particularly the depths of these services, and asked to replace the valve chamber trapdoor.

82. To Agree the Accounts for Payment

Craven District Council	218.00	Cannon	14.21
Mopps	384.00	Bentham News	100.00
EOn	56.02	Hygiene Cleaning Supplies	104.15
Aviva	287.37	CM Slinger & Sons	4105.34
Andrews	192.50	Yorkshire Local Council Assoc	140.00
British Gas	28.03	R Green	471.20
Viking Direct	164.53	J Burton	854.75
HB Plumbing & Heating	80.78	C Sinclair	122.50
Horton Landscaping	799.77	W Dowbiggin	84.00
Clear Glass Cleaning	90.00	The Phone Co-op	4.78
NYCC	120.00	Orange	23.49

**RESOLVED:** That the accounts for payment are agreed

82.1. To note New Councillor Training on 17 August and agree attendees

**RESOLVED:** That Cllrs Barnes, Burton, Brown, Procter and Yaman attend the Councillor Training course held by YLCA in Bentham Town Hall.

83. To note the minutes of the Finance Committee Meeting

83.1. To Re-approve the Audit Plan (paper 2010/13)

**RESOLVED:** That the Council Audit Plan be re-approved for 2010/11

83.2. To Review the Effectiveness of Internal Audit (paper F2010/01)

The paper produced by the Finance Committee was discussed and considered.

**RESOLVED:** That the Council considered the effectiveness of the internal audit mechanisms it uses to be sufficient for the coming year

83.3. To Review the Effectiveness of Systems of Internal Control (paper F2010/03) (plus paper F2010/02 for information)

**RESOLVED:** That the Council has considered the effectiveness of its system of internal control and has addressed the minor issues raised.

84. To consider items of Correspondence

84.1. To receive the results of the Craven Standards Committee election and note that Joe Lord (Settle) & Michael Rooze (Grassington) are elected as Parish Representatives - received

84.2. To receive a letter from Marton cum Grafton Parish regarding NYCC's waste management, and agree a response.

Correspondence regarding the proposed incinerator close to Boroughbridge, and NYCC's publicity about their waste strategy was considered. Cllr Ireton confirmed that the proposed site was in a disused quarry already used as a collection point. A mechanical treatment plant will increase the level of recycling, green energy will be produced from the organic waste and electricity will be produced from the incineration of the remaining waste. It was agreed that NYCC need to do something to reduce waste to landfill and this proposal appears to be the result of a long and involved tendering process. The separation of waste and use of organic waste are not considered in the Marton cum Grafton letter which only considers the incinerator.

**RESOLVED:** That a reply be sent pointing out that NYCC need to reduce waste to landfill, and asking to be kept up to date with the campaign

84.3. To receive a letter regarding proposed changes to the Concessionary Fares Scheme, and agree a response

The proposed change may affect 2 of the areas 6 buses, as they run prior to 9.30am. The Council considered this to be unacceptable in a rural area with poor public transport.

**RESOLVED:** That a response be sent pointing out that the proposed move to 9.30am for the start of concessionary fares would remove 33% of buses from the scheme which is unacceptable

84.4. To receive a response from the Wrecking Crew and agree the way forward, if any

Unfortunately a response on the licensing issue has still not been received from Craven. The organisers need to get on with planning the 2011 event. It was agreed that Council press for a response by the August Bank Holiday so that it can be discussed at the next meeting before meeting, hopefully, with the organisers, licensing and environmental health to discuss the best way to move forward for 2011.

**RESOLVED:** That DCllr Brockbank be asked to try and get a response regarding the licensing issues prior to the bank holiday, and if this is possible, the subject be discussed at the September meeting

*(Cllr Ireton gave his apologies and left)*

85. To Receive Reports from Councillors who represent the Council on other bodies (for information only)  
 Cllr Yaman had met with Cedar House to look at the proposed plans for the old Grammar School, which would be submitted shortly.  
 Cllr Burton announced that the Calendar Committee had achieved 11 sponsors to date and was awaiting an answer on the 12<sup>th</sup>, which means that the 2011 calendar can go ahead as expected
86. Items for next meeting and minor items only  
 The clerk told Cllrs that an Equalities Questionnaire had been circulated to them that day for consideration. If required it could be put on the September agenda.

There being no further business, the meeting was closed at 9.55pm

## **AGENDA ITEM 70)**

### **CLERK' S REPORT TO BENTHAM TOWN COUNCIL, 2 August 2010.**

#### **1. Planning Decisions Received Since Last Meeting**

##### **1.1. GRANTED**

- 1.1.1. 08/2010/10541 Replacement windows & door & reinstatement of window, removal of chimney at Bentham Community Centre, Main Street, High Bentham.
- 1.1.2. 08/2010/10542 Replacement of doors & windows & reinstatement of a window at Bentham Community Centre, Main Street, High Bentham.
- 1.1.3. 08/2010/10543 Removal of pillar to enlarge kitchen area at Bentham Community Centre, Main Street, Bentham
- 1.1.4. 08/2010/10595 Change of use from business unit (B1) to residential use (C3) at Battersby Farm, Mewith, Bentham.
- 1.1.5. 08/2010/10719 Extension to house replacement bodyshop paint oven on site of original workshop at Grove Hill Yard, Station Road, Bentham

##### **1.2. REFUSED**

- 1.2.1. none

#### **2. Planning Correspondence**

- 2.1. Planning Focus, July 2010 (circulated by email, see information folder)
- 2.2. Planning Enforcement – building not according to plan stopped at Bull Copy
- 2.3. Planning Gain – Advance Warning of Consultation
- 2.4. Informal Exhibition of New Primary School, 9 September 4.30-6.30pm Town Hall

#### **3. Information Regarding Items Discussed at last Council Meeting**

- 3.1. Solicitor asked to continue with School playing field licence, 6/7/10 – see agenda item 80
- 3.2. Standards Committee vote posted 6/7/10 – see agenda item 81.2
- 3.3. NYCC Highways contacted regarding diversion signage 6/7/10
- 3.4. Reply to Local Food Festival sent 7/7/10
- 3.5. Bentham Juniors Football Club informed 7/7/10
- 3.6. Thank you letter to Cedar House sent 7/7/10 (reply received 13/7/10, see information folder)
- 3.7. Letter re Magistrates Court closure sent 13/7/10 (acknowledgement received 21/7/10, see information folder)
  - 3.7.1. Reply from Julian Smith MP (see information folder)

#### **4. Items for Information – see information folder**

- 4.1. Acknowledgment of receipt of response to NY Fire & Rescue Integrated Risk Management Plan 2010/13
- 4.2. Invitation to Airedale Hospital Open Event, 2 September, 3pm-7pm
- 4.3. Craven Events, July-October 2010.
- 4.4. Letter from Craven asking for parishes to lobby re closure of Skipton Magistrates Court (actioned prior to receipt)
- 4.5. Fire & Rescue Service Corporate Report 2010/11
- 4.6. LASRUG newsletter, July 2010

#### **5. Items circulated by email**

- 5.1. Rural Services Network newsletter 5/7/10,
- 5.2. Rural Services Network newsletter 12/7/10,
- 5.3. Rural Services Network newsletter 19/7/10,
- 5.4. Rural Services Network newsletter 26/7/10,

- 5.5. Rural Services Network newsletter 2/8/10
- 5.6. RegioFlash 9/7/10
- 5.7. Craven Community News, July 2010
- 5.8. List of Possible Acts for Revocation, 9/7/10
- 5.9. Historic Towns Forum – Addressing the Big Society
- 5.10. Historic Towns Forum, July 2010.

**6. Progress on Outstanding Matters**

- 6.1. Annual Return sent to Auditors 9/6/10, recorded delivery, intermediate audit requested 11/6/10 & sent 23/6/10, extra information supplied 26/7/10
- 6.2. Green Communities suggestion forwarded to BEST & Victoria Institute 16/6/10 – application sent 15/7/10
- 6.3. Dog bin request made to Craven 12/4/10, Jim Hirst, 16/6/10, will look at feasibility and report back.
- 6.4. Green Smithy bench – license received, bench ordered, to be placed late August
- 6.5. Stolen bench, Mill Lane, replacement authorised by insurers, to be done late August
- 6.6. Outstanding Highways matters reviewed March 2010 to be chased September 2010
- 6.7. Quality Status – Statement of training intent to be considered – for October agenda
- 6.8. Grasmere Drive Parking Charges, in hands of CDC
- 6.9. Legion Hut Lease – no response since 2009