

BENTHAM TOWN COUNCIL

Minutes of the Council Meeting held on Monday 10 May 2010, at 7.30 pm in the Town Hall

Present Cllrs Adams, Barnes, Burton, Faichney, Marshall, Wills & Yaman. Also CCllr Ireton, the Clerk, Mrs Burton & 3 parishioners.

1. To Sign Declarations of Acceptance of Office
All Cllrs present signed their declarations of office, which were witnessed by the clerk and received by the Council.
2. To Appoint the Mayor for the period 2010/11
Cllr Adams declined to stay on for a third year. It was proposed that the previous Vice-Chairman, Cllr Marshall should take the position. Cllr Marshall agreed to take on the post for a 12 month period. Taking the Chair, Cllr Marshall thanked Cllr Adams for the excellent job he had done leading the Council over the last 2 years.
RESOLVED: That Cllr Marshall be appointed Mayor
3. To Receive Apologies from members unable to attend
Apologies were received from DCllr Barrington.

Council noted that DCllr Camacho had been succeeded by Linda Brockbank at the District Elections, and that she would be taking up her position as the new DCllr for the Bentham Ward at the next Craven Council meeting later in the month.
4. To Receive Declarations of Interest from members present
Cllr Yaman declared a personal & prejudicial interest in item 19.1 as Church Warden of St Johns Church, and a personal interest in items 13.1.3 (TPO tree work application) & 14.2, Heritage Trail. Cllr Faichney also declared a personal and prejudicial interest in item 19.1 as the contractor for the extension project.
5. To Receive Comment & Concerns
Mr Lowe expressed concern about the efficiency of the security fencing on two pieces of ground near the Fire Station – the building plot and the sub-station. Council agreed that, with the school holidays approaching, it would send letters of concern to the developer and United Utilities.
6. To Confirm the minutes of the previous meeting
RESOLVED: That the minutes of the meeting on 29 March be signed
7. To Appoint the Deputy Mayor for the period 2010/11
RESOLVED: That Cllr Burton be appointed Vice-Chairman / Deputy Mayor
8. To Appoint Members to Committees & as Council Representatives for 2010/11
It was proposed that, with 3 vacancies on the Council, the appointment of some committees be left to the next meeting when further members have been co-opted.
RESOLVED: That the appointment of some committees be left until the June Council meeting
RESOLVED: That the Chairman / Vice Chairman do not have to sit on every committee, but that the first task of each committee should be to appoint a Committee Chairman for the coming year
 - 8.1. Committees Market, Cemetery, Tourist Information, TH Maintenance & TH Marketing, Calendar, Budget Review, Allotments, Community Centre
RESOLVED: That Market, Cemetery, Tourist Information, Town Hall Marketing & Allotments committees should be considered at the next Council meeting
RESOLVED: That the Town Hall Maintenance & Community Centre Committees be combined into a Buildings Maintenance Committee and consist of Cllrs Adams, Barnes, Faichney, Wills & A.N. Other, to be appointed after new members are co-opted.
RESOLVED: That the Budget Review Committee should consist of Cllrs Adams, Barnes, Marshall & Wills
RESOLVED: That the Calendar Committee should consist of Cllrs Burton, Wills & Yaman and Mr John Brook
 - 8.2. Sub-Committees
RESOLVED: That no sub-committees are currently necessary
 - 8.3. Council Representatives shown below

Joint Footpaths	To be agreed
Playing Field Association	Cllr Yaman
Goodenber Road Play Area	Cllr Adams
Railways	Cllr Wills
Police	Cllr Marshall
Aid In Sickness	Cllr Adams

Bentham Dev Trust &
 Community Transport Cllr Burton
 Looking Well Cllr Barnes
 Youth Café Cllr Burton

RESOLVED: That the above listed Cllrs be representatives on each organisation

8.4. Responsible Financial Officer - also bank, bank mandate and auditors

It was agreed that the Clerk continue as RFO and that Yorkshire Internal Audit be reappointed as the internal auditors. Also that HSBC remain as the Council's bank. It was also agreed to review the bank signatories in the light of the new Council

RESOLVED: That the clerk continue as RFO

RESOLVED: That the Yorkshire Internal Audit be reappointed as internal auditors

RESOLVED: That the bank mandate be altered, with Cllrs Adams, Barnes, Marshall & Yaman and the clerk as authorised signatories.

9. To Agree a Provisional Timetable of Meetings for the new Council Year (see paper 2009/1)

The provisional timetable was accepted, with the date of the November meeting being corrected to 1 November.

RESOLVED: That the provisional meeting dates be accepted and noted by all Cllrs.

10. To Receive the Clerks Report (for information only) – see end of these minutes

The clerk noted that the streetlights on Thickrash Brow were now fixed. She also commented that a letter regarding the Low Bentham School Playing Field license had been received and would be considered in Minor Items. When asked about the interest expressed by a resident in the Low Bentham Playing Field, the clerk confirmed that a response to the Council's invitation to a meeting had still not been received.

11. To Receive the Police Report & allow members to ask questions for information

PC Parsons said that there had been 3 reports of theft / burglary plus 2 reports of fuel theft and a credit card fraud in the last month. There had also been an assault and a report of criminal damage. The police had also worked with Environmental Health over reports of noise nuisance at the Wrecking Crew weekend. Cllr Ireton asked if criminal damage was on the increase in the area, and PC Parsons agreed to find the statistics for him.

12. To Receive Reports from CCllr & DCllrs (for information only)

CCllr Ireton thanked Cllr Adams for his work as Mayor and congratulated Cllr Marshall on his appointment. He confirmed that the North Craven Education Review was about to reopen to consider the comments made prior to the election. He also confirmed that contracts had been signed on the purchase of land for the new primary school and a suitable design of building – 'to blend into its surroundings and reflect the history of the area' – was being put together for consultation. The hope was to obtain full planning permission by early 2011, with the school being completed in 2012.

13. Planning

13.1. To Consider and Comment upon New Applications

13.1.1.08/2010/10503 Non-material amendment to previous approval 08/2004/4831 at Far Sunnybank Laithe, Mewith, Bentham.

RESOLVED: That the Council had no objections to this application

13.1.2.08/2010/10536 Mixed use development comprising 3 two storey units for finance (A2), office (B1), industrial (B2) & warehousing (B8) with 80 space public car park and public WC (Outline application) at land adjacent to Station Road, High Bentham, Lancaster.

RESOLVED: That the Council had no objections to this application

13.1.3.08/2010/10545 Proposed Works to Protected Trees – deadwood Sycamore, fell Ash, deadwood & remove hanging branches from Beech at Wenning Avenue Playing Field, Wenning Avenue, Bentham.
 Cllr Yaman declared a personal interest

RESOLVED: That the Council had no objections to this application as long as the ash tree is replaced with something suitable

13.2. To Receive Planning Decisions

- If any (see Clerks Report)

13.3. To Receive Correspondence on Planning Issues

- If any (see Clerks Report)

14. Highways Matters

14.1. To receive a letter regarding signage on Wesley Close and agree a response

A letter from residents of Wesley Way concerning the number and speed of vehicles using Wesley Close was read, asking for street signs to warn motorists of children playing in the area. Whilst agreeing that this was the responsibility of NYCC Highways, Council agreed that writing to the building contractors and Yorkshire Housing may elicit a more rapid response, as much of the current traffic during the day is caused by the building site.

RESOLVED: That a letter be sent to the building contractors on Wesley Way, copied to Yorkshire Housing & NYCC Highways, asking that they erect signs warning drivers of children playing, and add comments to delivery notes asking drivers to beware.

RESOLVED: That the Council ask NYCC Highways for a meeting to consider long term measures to improve child safety in the area

14.2. To receive a letter requesting an update on the Heritage Trail

Cllr Yaman declared a personal interest. When asked by the Council she confirmed that Bentham Development Trust had been working with the Footpaths Group to apply for funding to repair parts of the Heritage Trail. All the information has now been received and the application will be submitted shortly

RESOLVED: That a letter be sent informing the Footpaths Group that Bentham Development Trust will submit the grant application shortly

14.3. To Consider and Note Highway Matters for Information

Further concern was expressed about the volume of chippings on the pavements of Main Street in Low Bentham and their potential to further block the drains in the area. It was also requested that the Egerton Lodge sign be replaced as soon as possible. The potholes at the junction between Wenning Avenue & Station Road have still not been repaired.

RESOLVED: That the Clerk report these issues to NYCC Highways.

Cllr Barnes reported a sign he had seen telling Satnav followers to ignore their instructions. It was agreed that this would be useful in several local places and he agreed to get a photograph to pass to NYCC Highways

RESOLVED: That Cllr Barnes get a photo of the 'Ignore Satnav' sign to the clerk to forward to NYCC Highways

15. To note the minutes of the Annual Parish Meeting and agree resulting actions, if any

Council noted the minutes of the meeting on 28 April. A suggestion had been raised regarding increased usage of the Town Hall, and it was agreed that this should be passed to the Town Hall Marketing committee for consideration

RESOLVED: That the comments made at the APM be considered at the next Town Hall Marketing committee meeting

16. To note the minutes of the Budget Review Committee and consider the recommendations, if any.

It was agreed that the bank reconciliation was correct at 31 March 2010, and was as follows:

	Bank Statement	Plus O/s Receipts	Less O/s Cheques	Balance
Current	41512.25	115.36	3879.81	37747.80
Deposit	6657.94			6657.94
LBPF Deposit	5190.25			5188.43
TI Current	786.13		449.18	336.95
TI Deposit	1740.74			1740.74

17. To consider Craven's offer to have a license on Cleveland Square at a peppercorn rent, and agree a response

Craven had written outlining a proposal for the Council to have a license on Cleveland Square for one day a week at a peppercorn rent. This may present a considerable saving to the Council on rent and rates – but may affect the insurance of the area. It was agreed that further information as to how such a license might work should be sought.

RESOLVED: That further information be sought regarding how a license might work

18. To Agree the Accounts for Payment

Anchor Fire Yorkshire	120.00	Oglethorpe Sturton & Gillibrand	423.00
Carl Taylor	1041.46	Viking Direct	81.27
Craven District Council	275.09	HB Plumbing & Heating	29.38
Mopps	576.00	R Green	471.20
EOn	773.56	M Green	63.35
Aviva	295.76	J Burton	1029.58
British Gas	1546.64	C Sinclair	122.50
Cannon	14.21	W Dowbiggin	84.00
Clearglass Cleaning	90.00	Orange	23.49
Andrews	93.14	Cardtoons	64.00
Horton Landscaping	23.50	Dash4it	47.51
Hygiene Cleaning Supplies	63.87	Above & Beyond	20.88
Stannards	50.00	K Preece	100.00
Stannah Lift Services	139.87	P Armstrong	100.00

RESOLVED: That the accounts for payment are agreed

18.1. To receive notice of an increase in small business rate relief - received

18.2. To agree a letter of permission regarding on-line Direct Debits for HMRC VAT & BT as proposed by HSBC.

RESOLVED: That a letter signed by two recognised signatories be sent to HSBC giving the clerk permission to set up relevant direct debits on-line

19. To consider items of Correspondence

- 19.1. To consider a request from St John's Parish Church for a letter of support for their extension project
Cllrs Yaman & Faichney declared an interest and left the room

RESOLVED: That a letter of support be provided for the St Johns Extension Project

- 19.2. To note the revised timetable for the election of Parish Members to the Standards Committee, now 3-24 June

- 19.3. To receive information from NYCC regarding the proposed Parish Charter and consider a response.

RESOLVED: That the clerk re-circulate the Parish Charter consultation document and Cllrs provide responses to the questions, to be collated and agreed at the June Council meeting.

- 19.4. To receive the Fire & Rescue Service Draft Integrated Risk Management Plan Summary and agree a response, if any

RESOLVED: That the chairman and clerk collate a response for agreement

- 19.5. To receive the NY Minerals & Waste Development Framework Minerals Core Strategy Consultation Document and agree a response, if any

RESOLVED: That no response is necessary

20. To Receive Reports from Councillors who represent the Council on other bodies (for information only)

Cllr Marshall informed the meeting that the Collingwood & Longstaffe houses were fully occupied and that the maintenance programme was on-going.

21. Items for next meeting and minor items only

The draft heads of terms for the Low Bentham School Playing Field license were briefly considered. The clerk agreed to clarify whether the buildings would be fenced off as originally proposed. She and the chairman would go through the terms to check that everything previously agreed was included. If this was the case then the papers should be passed back to the solicitor for completion.

Witherslack School had been in touch with Cllr Adams again, who agreed to pass their contact details to the clerk so that a visit of the Council at a mutually convenient time could be arranged

Cllr Wills noted that, following the departure of Cllr Heigh, this was the first meeting in around seventy years that a member of the Joel family had not been on the Council, which was agreed was a dedication to public service

The open part of the meeting being concluded Cllr Marshall, quoting from the Bentham Council standing orders (23.1), asked members of the press and public to leave whilst a confidential matter was discussed.

RESOLVED: that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw.

22. To consider the applications for Parish Caretaker and make a decision (Confidential Session)

RESOLVED: That Horton Landscaping be appointed as Parish Caretaker for an initial 12 months

There being no further business, the meeting was closed at 9.53pm

AGENDA ITEM 10)**CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 10 May 2010.****1. Planning Decisions Received Since Last Meeting****1.1. GRANTED**

- 1.1.1. 08/2010/10348 Ground floor extension including link to garage at 2 Longlands Villas, Low Bentham Road, Low Bentham

- 1.1.2. 08/2010/10369 Alterations, Refurbishment, Extensions, Including Golf Professional's Premises & New Managers Residence & Relocation of Putting Green at Bentham Golf Club, Robin Lane, High Bentham.

1.2. REFUSED

- 1.2.1. 08/2010/10426 Demolition of Detached Church & Construction of 2 Semi-detached Dwellings at Methodist Church, Burton Road, Low Bentham

2. Planning Correspondence

- 2.1. 08/2010/10425 Stables for private equestrian use at OS Field 4423 Mewith Lane, Bentham – WITHDRAWN
2.2. Replacement of protected trees on Butts Lane, chased 17/3/10 & 20/4/10

3. Information Regarding Items Discussed at last Council Meeting

- 3.1. Governance Review Submission sent 19/4/10, holding email received 20/4/10
3.2. Outstanding Highways Issues reply – see information folder

- 3.3. Low Bentham Playing Field, letter sent by email 12/4/10, reply awaited
- 3.4. Dog bin request made to Craven 12/4/10, response awaited

4. Items for Information – see information folder

- 4.1. Burndale House demolition from 20 April for 3 weeks
- 4.2. Let it Grow –Skipton Garden Event 7&8 May
- 4.3. Craven Area Committee, 29 April 10
- 4.4. YLCA Craven Branch meeting 19 May, plus minutes of January meeting
- 4.5. SELRAP letter
- 4.6. Parliamentary General, District & Parish Council Election Notices
- 4.7. Parish Council Election – Notice of Uncontested Election
- 4.8. Vision Signs & Graphics and iPrint have become Red Hot Pixel.
- 4.9. Thank you letter from High Bentham WI
- 4.10. Belated APM reports from Library, Pet Rescue, Victoria Institute & Bentham Agricultural Society
- 4.11. White Rose Update – May 2010.

5. Items circulated by email

- 5.1. Audit Commission Councillor Update, March 2010
- 5.2. Craven Community News, 30 March
- 5.3. Craven Community News, April 2010.
- 5.4. Town Council Insurance, E-Bulletin 2
- 5.5. Rural Services Network Parish News, 12/4/10
- 5.6. Rural Services Network Parish News, 4/5/10
- 5.7. Weekly Rural Focus, 6/4/10, 12/4/10, 19/4/10, 26/4/10
- 5.8. North Yorkshire Credit Union Progress
- 5.9. YLCA Training Courses, April / May 2010.
- 5.10. Governance & Accountability for Local Councils, A Practitioners Guide 2010.
- 5.11. InfoRegio Flash 19/4/10
- 5.12. Craven Volunteer Managers Meeting Notes, 2/3/10
- 5.13. Historic Towns Forum – Role of Retail Development in Economic Regeneration
- 5.14. Historic Towns Forum – April 2010.
- 5.15. Green Communities e-News, April 2010.
- 5.16. National Volunteers Week – Photography Competition 1 June 2010.
- 5.17. Yorkshire & Humber Rural Affairs Forum Newsletter, April 2010.

6. Progress on Outstanding Matters

- 6.1. Meeting with Parish Caretaker Scheme organisers to be held 28 April in Clapham
- 6.2. Green Smithy bench – license applied, awaiting reply
- 6.3. Outstanding Highways matters reviewed March 2010 to be chased September 2010
- 6.4. New Model Standing Orders to be considered August / September 2010
- 6.5. Quality Status – Statement of training intent to be considered March / April
- 6.6. Low Bentham School Playing Field lease – with NYCC Legal, last chased 21 April 2010, license awaited
- 6.7. Street Lighting problems by Methodist Cemetery – Dec 09 confirmed need new poles, Feb 10 work to start in new financial year.
- 6.8. Grasmere Drive Parking Charges, still waiting response from Craven District Council
- 6.9. Legion Hut Lease – response awaited from Jonathan Kerr – chased 20 April 09