

BENTHAM TOWN COUNCIL

Minutes of the Council Meeting held on Monday 2 December 2013, at 7.30 pm in the Town Hall

Present Cllrs Adams, Armstrong, Barnes, Burton, Handford, Hurtle, Marshall (Chairman), Stannard & Vendy. Also DCllr Barrington, the clerk Mrs Burton and 4 parishioners

131. To Receive Apologies from members unable to attend
Cllrs Faichney & Hey, and CCllr Ireton
132. To Receive Declarations of Interest from members present
Cllr Burton declared an interest in item 144.4 under Appendix B, payment for the fire alarm repairs, as Council representative and Chairman of the Youth Cafe.
133. To Receive Comment & Concerns
Mrs Clough informed the meeting of the Passing Places project's application for signage off the Way of the Roses to bring cyclists into Bentham and the problems with NYCC Highways due to the fact that the Bentham Loop is not an approved cycle way. She asked that the Council write a letter of support for the project to assist Sustrans in their talks with LCC Highways later in the week. The Council agreed that a lot of work had been done to make Bentham a more bike friendly place and that information signage on the route to inform cyclists of the town needed support.
134. To Receive the Drop-In Update (for information only) - none
135. To Confirm the minutes of the previous meetings
RESOLVED: That the minutes of the meetings on 4 & 18 November be signed
136. To Receive the Clerks Report (for information only) – see end of these minutes
The clerk informed the meeting that the planning appeal at New Butts Barn had been allowed, and that the new s137 spending allowance for 2014/15 had been set at £7.20 / elector, an increase of 3.2%.
137. To Receive the Police Report & allow members to ask questions for information – none present
138. To Receive Reports from CCllr & DCllrs (for information only)
DCllr Barrington mentioned that, following a problem with tree felling in Skipton, Craven was suggesting that parish councils look at trees in their area and get TPOs in place if necessary
139. Planning
- 139.1. To Consider and Comment upon New Applications
- 139.1.1. 08/2013/14001 Erection of 2-storey building providing staff welfare office accommodation. Installation of package sewage treatment plant & associated infrastructure. Re-siting of 2x existing car parking spaces at Over Raygill, Dumb Toms Lane, Ingleton.
RESOLVED: That the Council had no objections to this application
- 139.2. To Receive Planning Decisions
If any (see Clerks Report)
- 139.3. To Receive Correspondence on Planning Issues
If any (see Clerks Report)
140. Highways Matters
- 140.1. To Receive a question from David Cairns regarding drawing up plans for the top of Station Road
RESOLVED: That Mr Cairns be asked to continue looking for a solution to the problem regardless of the work being done by Craven due to his superior knowledge of the area
- 140.2. To Consider supporting a request for dropped pavements on Station Road from Angus' to Wenning Bridge
RESOLVED: That NYCC Highways be asked to consider the installation of dropped kerbs between Angus Fire and Wenning Bridge, if they consider the pavements to be wide enough.
- 140.3. To Consider and Note Highway Matters for Information
There is a large pothole on Mill Lane, 50 yards from Bray House. Another has appeared on Robin Lane, outside what was Burndale. This has been accompanied by the collapse of a wall on the pavement suggestion there may be a problem with a drain.
RESOLVED: That NYCC Highways be asked to investigate the problem on Robin Lane and fill the reported potholes
The clerk was asked to contact Angus Fire again and also Network Rail regarding the station approach which continues to deteriorate
RESOLVED: That Angus Fire & Network Rail be contacted about the poor state of the Station approach
A problem was also reported with some BT access points in the pavements in Low Bentham, and the clerk will be supplied with locations.

141. To Discuss the Parish Grant proposals for 2014/15 from Craven District and agree a response
Craven's suggestion that it will only make 50% of the Government's parish grant available as it has not been ring fenced was discussed alongside information from NALC. NALC had met with CLG Minister Brandon Lewis regarding the Council Tax benefit Support Grant, voicing concerns over the uncertainty with many billing authorities threatening to withhold all or part of the grant and the effect it will have on parish precepts or services. The Minister stressed he was supportive in ensuring the grant was passed on and agreed to approach directly any billing authority where the grant might be withheld. Council agreed that the current situation was very unsatisfactory, as it had been last year when the precept was being considered. It was agreed that the Council would proceed to set a precept in January without expectation of a grant from Craven. If any grant is available it can be used to offset increases in precept in the following year as with this year's grant.
RESOLVED: That Craven District Council be informed of the Council's decision to set a precept regardless of the availability of the grant.
142. To Consider the Craven consultation on the Draft Viability Study – Community Infrastructure Levy, and agree a response if any
RESOLVED: That no response is required
143. To Consider the new NALC Standing Orders for adoption at the January Council meeting (paper 2013/24)
The clerk raised two questions for agreement by the Council. It was confirmed that all agendas etc should continue to be circulated to Cllrs by email, and that copies of letters to the District and County Council should be made available to DCllrs and CCllrs upon request
RESOLVED: That SOs 15 & 23 be amended to take account of the Council's current procedures and that the standing orders be circulated for approval at the January meeting
144. To Note the minutes of the Buildings Committee meeting on 11 November - noted
- 144.1. To sign off the Fire Risk Assessment Review for 2013 as proposed by the Buildings Committee
RESOLVED: That the review of the Town Hall Fire Risk Assessment be approved
- 144.2. To adopt the Fire Policy document as prepared by the Buildings Committee
The Fire Policy document was agreed with one amendment – the muster point for the building should be moved from the Black Bull car park to the front of the Coach House.
RESOLVED: That the amended Fire Policy document be adopted
- 144.3. To receive a report on the landlord's walk round of the Community Youth building
Cllrs Vendy & Faichney had walked the building with the clerk and the Youth Café Administrator. In general the building was in a good condition with a few minor repairs outstanding, but in hand by the Youth Café. The main problem is with condensation, not helped by the usage of the building (mainly evenings). Possible solutions had been discussed from tertiary glazing on the windows to prolonging the period that the heating is left on at a low level. The Youth Café have decided to test the latter option. From a structural point of view only the porch area is a problem, with the condensation causing plaster to lift and bubble, which is not helped by a badly fitting front door. It was agreed that quotes should be obtained for the replastering of the porch and also to ascertain the cost of replacing the front door (subject to planning permission) for consideration in the spring.
RESOLVED: That quotes be obtained to replaster the CY porch and replace the front door
- 144.4. To discuss and agree responsibility for the recent Fire Alarm repairs in the Community Youth building
Cllr Burton declared an interest and left the room. The recent fault in the fire alarm had been traced to a short in a wire to an original call point in the front wall – i.e. it was not due accidental damage or in any wiring that was altered during the refurbishment. It was agreed that this was an infrastructure problem and as such the Council's responsibility
RESOLVED: That the Council is responsible for the recent fire alarm repair
145. To Discuss the Cemetery Layout and the recently discovered problems with a view to finding a solution
RESOLVED: That this item be moved to the end of the agenda
146. To Receive a report from the meeting with the Care Homes on 5 November - received
The Cllrs that attended agreed the meeting had been very useful and the group would meet again in early 2014
147. To Agree the Accounts for Payment

EOn	452.29	Yorkshire Water	233.48
Viking Direct	288.22	Toobys	2339.81
Hygiene Cleaning Supplies	62.09	Horton Landscaping	522.00
SLCC	147.00	Cannon	19.33
B & CE Armstrong	271.42	British Telecom	319.68
TT Ceilings	54.20	R Green	499.20
Food Safety Direct	16.49	J Burton	997.12
Craven District Council	149.00	Orange	23.99
Mopps	384.00	Phone Coop	13.97

Aviva

326.89

RESOLVED: That the accounts for payment are agreed

147.1. To Receive a quote for printing the Neighbourhood Plan questionnaires

RESOLVED: That the quote of £300 be accepted

147.2. To note that cost of insuring fingerposts etc will cost an extra £15.90 on the Council's policy - noted

148. To consider items of **Correspondence**

148.1. To Receive a letter about the 'Drop-In' sessions and agree a response

The letter asked for the recent changes to the Drop-In sessions to be reconsidered. The Council agreed that the decision to move to alternate months was confusing and discouraged attendance. It was noted however that anyone can raise issues with individual Cllrs at any time, either in person or on the phone as their contact details are freely available, or issues can be raised in the 'Comments & Concerns' part at the start of the meeting. It was recognised that not everyone feels comfortable talking in public and that some may have concerns they wish to raise confidentially. The Drop-In may be able to provide general information but parishioners need to be aware that decisions have to be taken by the Council and not individual Cllrs – and by law those decisions can only be taken on a subject advertised on an agenda (so that parishioners have the opportunity to make their views known). This means that subjects raised in any one month may not be resolved until the following month.

RESOLVED: That the Council return to monthly Drop-In sessions from 7pm in the Clerk's Office with two Cllrs in attendance.

148.2. To Receive a request for help with Craven DC's Environmental Health and light pollution

RESOLVED: That the Council has no power in this matter and resolution is up to Craven District Council's Environmental Health team

148.3. To Receive a request from YLCA to inform them of training requirements in 2014

RESOLVED: That no specific training needs were identified

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

Cllr Adams had attended a Goodenber Play Area meeting. The Association had been awarded grant funding to purchase a bouncy castle and generator.

He had also attended a LASRUG meeting. The Community Rail Partnership is looking at taking over the Station Building lease following the demise of Little Red Bus. LASRUG will be doing an on-train survey looking at the rolling stock and quality of service from Skipton to Heysham

Cllr Marshall said the Longstaffe & Collingwood Charity were studying their recent quinquennial report and would be looking to refurbish kitchens and bathrooms as units become available.

150. Items for next meeting and minor items only

The clerk asked for comments on the recent Parish Caretaker work near Furness Drive and it was agreed that the tidying up should continue further down Low Bentham Road. It was also suggested that some of the self-sown Ash trees should be felled to protect the stone walls in the area below Naylor Meyers. The clerk agreed to get recommendations and a price from the Parish Caretaker for consideration by the Council.

Cllr Handford congratulated both the Bonfire Committee and We Are Bentham on the recent bonfire and the Christmas lights which he said were a credit to the town. The Council agreed.

A question was asked about Christmas trees on the Town Hall and the clerk informed the Council that she was still awaiting a price but would chase it up.

It was asked if the police could attend the next meeting.

The main part of the meeting finished at 9.10pm

RESOLVED: 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 remainder of the business, the Public and Press to be excluded further from the Meeting,

145. To Discuss the Cemetery Layout and the recently discovered problems with a view to finding a solution

The recent installation of 3 memorials in the cemetery has shown a problem with layout due to the incorrect placing of some headstones. This has been found to be a longstanding problem that has only just come to light. It was agreed that the simplest way forward was to identify which graves are a problem and work round these such that the cemetery plan going forward takes them into account. The Open Spaces Committee will meet at the cemetery to identify which empty grave spaces should be 'lost' and amend the plan accordingly. Going forward spaces should be filled in such a way as to ensure that further mistakes do not occur

RESOLVED: That the Cemetery grave spaces plan should be amended to take the incorrectly placed headstones into account

RESOLVED: That, going forward, empty plots should be filled in sequence to prevent further mistakes occurring

There being no further business, the meeting was closed at 9.30pm

AGENDA ITEM 136)

CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 2 December 2013

1. Planning Decisions Received Since Last Meeting

1.1. GRANTED

- 1.1.1. 08/2013/13979 Creation of vehicular & pedestrian accesses, overflow car park & materials storage area, & installation of buggy track link to serve Bentham Golf Club at Bentham Golf Club, Robin Lane, Bentham

1.2. REFUSED

- 1.2.1. None

2. Planning Correspondence

- 2.1. Appeal response, New Butts Barn - ALLOWED

3. Information Regarding Items Discussed at last Council Meeting

- 3.1. Low Bentham WI reply discussed 11/11, and letter sent 12/11
 3.2. Council Tax Support scheme response sent 5/11
 3.3. Post 16 School Transport response sent 5/11
 3.4. Household Waste Recycling Centre changes response sent 18/11
 3.5. Unity Trust Bank applications forms completed 25/11
 3.6. Craven invoices for Town Team sent 22/11
 3.7. Craven Budget 2014/15 consultation response sent

4. Items for Information – see information folder

- 4.1. Passing Places Meeting Minutes, 5/11, plus initial structural engineer's report
 4.2. Community Infrastructure Levy notes, from Clerks Forum 13/11
 4.3. Bureau Veritas report on Town Hall boilers
 4.4. Bureau Veritas report on Town Hall lift
 4.5. VG Energy information regarding renewable technology grant funding for community groups
 4.6. Letter from Julian Smith regarding Rural Fair Share petition
 4.7. S137 expenditure 2014/15 set at £7.20 / elector

5. Items circulated by email

- 5.1. Latest Weekly Rural News Digest, 5/11, 11/11, 18/11, 25/11
 5.2. North Yorkshire Now, 4/11
 5.3. Craven Community News, November
 5.4. Rural Opportunities Bulletin, 6/11
 5.5. Rural Vulnerability Service, Transport 13/11, Broadband 20/11
 5.6. SLCC Bulletin, 19/11
 5.7. YLCA Information notes, 15/11
 5.8. NALC Chairman update – Council Tax Benefit Support Grant
 5.9. Forest of Bowland Bulletin, Autumn 2013
 5.10. RegioFlash, EU Policy Bulletin, 8/11, 20/11
 5.11. Fields in Trust e-zine, 14/11
 5.12. Pioneer Projects - Eddie Knowles Exhibition opening 29/11

6. Progress on Outstanding Matters

- 6.1. Car park project – quotes for lining requested
 6.2. School Playing Field – awaiting responses
 6.3. Church Commissioners consultation – St Margaret's to close permanently & team ministry to be introduced – official response awaited
 6.4. Station Road pedestrian access / parking restrictions meeting 26/9, Cllrs to canvass opinion
 6.5. Response to Notice of Intention re St Margaret's Churchyard sent 13/6
 6.6. Letters to Hopleys & NICEIC regarding electrical installation sent 13/6, Hopley reply 22/6 – information collated but not sent yet, awaiting decision.
 6.7. Tourist Information / WC signs ordered March 2013, put on hold until Town Team sign review completed
 6.8. Low Bentham Playing Field, pipes & cables map awaited
 6.9. Quality Status – Statement of training intent to be considered