

## BENTHAM TOWN COUNCIL

### Minutes of the Council Meeting held on Wednesday 7 January 2015, at 7.30 pm in the Town Hall

Present Cllrs Adams, Bridgeman, Cowling, Hey, Marshall, Stannard (Chairman), Swales, Townson & Vendy. Also DCllr Barrington, the clerk Mrs Burton and 6 parishioners

158. To Receive Apologies from members unable to attend  
Cllr Faichney, Pritchard & DCllr Brockbank
159. To Receive & Record any member's Disclosable Pecuniary Interests  
Cllr Marshall declared a DPI in item 166.3, the meeting about the Local Development Plan, as a landowner with sites under consideration
160. To Receive Comment & Concerns - none
161. To Confirm the minutes of the previous meetings  
**RESOLVED: That the minutes of the meeting on 1 December be signed**
162. To Receive the Clerks Report (for information only) – see end of these minutes
163. To Receive a Drop In Session Update (for information only) – none
164. To Receive the Police Report & allow members to ask questions for information – none present
165. To Receive Reports from CCllr & DCllrs (for information only)  
DCllr Barrington confirmed that the comments received from the draft Local Development Plan consultation were still being assessed and would be reported on shortly. She agreed to look into a planning complaint brought to her attention by a Cllr and agreed to find out if Craven were responding to the Library Consultation as requested by another Cllr.  
DCllr Brockbank had sent a message inviting Cllrs to attend a Civic Service of Thanksgiving as her year as Chairman ends, to be held at St Johns on 19 April at 2.30pm.
166. Planning
- 166.1. To Consider and Comment upon New Applications
- 166.1.1. 08/2014/15221 Apply new un-illuminated signage boards to existing bank façade at 15 Main Street High Bentham  
**RESOLVED: That the Council had no objections to this application**
- 166.1.2. 08/2014/15279 Apply new un-illuminated signage boards to existing bank façade at 15 Main Street High Bentham  
**RESOLVED: That the Council had no objections to this application**
- 166.1.3. 08/2014/15304 Application for reserved matters comprising of access, landscaping, layout & scale for approved outline application 08/2014/14386 at Town Head Farm, Burton Road, Low Bentham  
Members were unhappy with the proposed render and timber exterior of the houses which is not in keeping with the properties in the area. It was felt that the dwellings need to be stone clad as with the majority of houses in the area.  
**RESOLVED: That the Council object to this application on the grounds that the proposed render and timber finish of the dwellings is not in keeping with the area and should be replaced with stone cladding.**
- 166.1.4. 08/2014/15309 Erection of a new porch to existing dwelling house at 14 Low Croft, High Bentham  
**RESOLVED: That the Council had no objections to this application**
- 166.1.5. 08/2014/15317 Erection of new sports pavilion on existing recreation ground at Bentham Moor Road, Burton in Lonsdale  
**RESOLVED: That the Council had no objections to this application**
- 166.2. To Receive Planning Decisions  
- If any (see Clerks Report)
- 166.3. To Receive a report on the meeting with Planning Policy regarding LDP land allocation in Bentham  
Cllrs Vendy, Swales & Stannard had attended a meeting with Craven Planning Policy to discuss the draft land allocation document. Cllr Vendy reported that the discussion centred on the views expressed in the Council's formal response, that the points had been well received and that they appeared to be taken on board.
- 166.4. To Receive Correspondence on Planning Issues  
- If any (see Clerks Report)
167. Highways Matters
- 167.1. To Receive a letter from Julian Smith MP regarding the temporary vehicle activated sign on Robin Lane  
The letter from Mr Smith referred to a letter of complaint from a resident of Robin Lane about the temporary vehicle activated sign (VAS) which had been placed on Robin Lane. The Council confirmed that the sign had been placed in its position – for 3 six week periods over 18 months – on the advice of NYCC Highways, who had looked at numerous places on Robin Lane and had also told the Council how to

proceed with the installation of both this and the temporary VAS on Springfield. The signs had been installed in an effort to slow traffic down in the area following complaints about speeding from residents on Robin Lane. It was also noted that there have been several incidents within 50m of the sign due to vehicles travelling at speed. It was also noted the Council does not have jurisdiction over road signage and therefore has no control over the placement of other signs in the area. It was agreed that a response should be sent back to Mr Smith

**RESOLVED:** That a letter be sent to Mr Smith outlining the reasons for the temporary installation of the VAS and the procedure followed

167.2. To Consider and Note Highway Matters for Information

Concern was expressed about the new road layout at the school site, with no signage and no street lights. There has already been one accident and a near miss (71ft skid mark) since the installation of the islands and crossing. To make matters worse one contractor is parking on the crossing make it even more difficult to see

**RESOLVED:** That NYCC Highways be asked to resolve the safety issues with the new layout before the school opens in February

**RESOLVED:** That the Main Contractor be asked to ensure safe parking by the site

It was noted that the new pavement at Parkinsons Farm is still not 1.2m wide, and is referred to in the plans as carriageway narrowing – this comment should be remembered for use in future discussions with NYCC Highways regarding narrow pavements.

It was noted that the single carriageway Slaidburn Road, near the cattle grid, has a middle white line despite this not being permitted on the B6480 at Low Bentham.

**RESOLVED:** That NYCC Highways be asked to explain why Slaidburn Road qualifies for a white line.

The Local Highways Maintenance Challenge Fund from the Department for Transport was mentioned and it was agreed to ask NYCC Highways if they were actively pursuing this opportunity.

**RESOLVED:** That NYCC Highways be asked to confirm that they are actively pursuing the funding available from the Challenge Fund

**RESOLVED:** That Low Bentham Cllrs will take forward the meeting about parking problems in the village and report back to Council

168. To Receive information from the Diocese regarding the Memorials in St Margaret's Church

The Diocese confirmed that it is usual to leave memorials and glass in-situ, with a covenant to allow limited public access. The clerk was asked to enquire further about the fate of gifts to the interior of the church such as fonts, lecterns etc

**RESOLVED:** That the diocese be asked about the fate of gifts to the church such as the font etc

169. To Receive further information regarding the proposed Post Office move, and agree a response if any

The PO response confirms that the sorting office will also move to the Spar, and that the post office counters will be combined with the retail counters. Concern was expressed regarding the potential queuing problems with this approach, given that there are currently 2 counters in the PO and 2 in the Spar and regular queues in both venues. The Council felt that a separate PO counter on top of the 2 retail/PO counters would be more beneficial at busy times. It also wanted more information about the move of the Sorting Office

**RESOLVED:** That the Post Office be asked for more information regarding the Sorting Office move

**RESOLVED:** That the Council's concern over the combination of retail and post office counters into only 2 combined counters in the Spar be expressed.

170. To Consider the Community Emergency Plan template and whether to take this forward (paper 2014/29)

**RESOLVED:** That the Community Emergency Plan template should be taken forward at a separate meeting

171. To Consider the Government's consultation to modernise Parish Polls (paper 2014/30), and agree a response

**RESOLVED:** That all the proposed amendments should be adopted as outlined in the consultation paper, to modernise the Parish Poll procedure

172. To Agree the Accounts for Payment

Craven DC	152.56	NYCC	120.00
Mopps	384.00	Stannah	160.64
Yorkshire Water	261.82	Bentham Common Land Charity	190.30
Devons catering	158.73	Westhouse Associates	210.00
CS Catering	111.80	D Siddall	175.00
RA Lawrence	96.00	B & CE Armstrong	54.00
EOn	406.36	Orange	23.99
Tim Wheildon	46.80	M Longshaw	100.00
Aviva	310.37	Salaries	1527.51

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

172.1. To agree the purchase of an audio recording device

**RESOLVED: That an audio recording device be purchased at the approximate cost of £40**

173. To consider items of Correspondence

173.1. To receive a funding request from Home-Start Craven, received after the precept grant closing date, and agree a response

The funding request had been received by letter on 12 December when the grant application period closed on 30 November. The clerk confirmed that this organisation had not requested funding before so could not be expected to know the procedure.

**RESOLVED: That no funding can offered to Home-Start Craven following an application outside the period****RESOLVED: That Home-Start Craven should be informed of the correct procedure and encouraged to apply in future years**

173.2. To receive a funding request from Craven Citizen's Advice Bureau, received after the precept grant closing date, and agree a response

The funding request had been received by letter on 4 December despite CAB being sent the grant application form and details (as in previous years) in October along with all the other interested organisations.

**RESOLVED: That no funding can offered to Craven CAB following an application outside the period****RESOLVED: That Craven CAB should be reminded of the correct procedure and encouraged to apply in future years**

173.3. To consider Rural Action Yorkshire's Winter Weather Scheme

It was agreed that the community spirit in Bentham was generally very good and that many of the things mentioned such as help with shopping in snowy periods etc already happened on an informal basis. It was felt that it was worth following this scheme up to find out more as it would also fit in with the possible Community Emergency Plan.

**RESOLVED: That an expression of interest be made to find out more about the Winter Weather Scheme.**

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

Cllr Hey informed the meeting that the Longstaffe Educational fund raiser on 7 December had raised over £500 and thanked all those who had supported the event.

Cllr Marshall said there was a vacancy at Collingwood Terrace, and there would be a meeting on 4 February to consider the applications

Cllr Swales had been unable to attend the Joint Footpaths meeting in December and had not received the minutes to date.

175. Items for next meeting and minor items only

It was agreed that 2 items received by the clerk after the agenda had been posted needed to be discussed at the next meeting

Concern was expressed about the Marketing Committee decision regarding the proposed website development without a contract. It was confirmed that the proposed site was just for demonstration purposes and could not go live.

There being no further business, the meeting was closed at 8.45pm

**AGENDA ITEM 162)****CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 7 January 2015****1. Planning Decisions Received Since Last Meeting****1.1. GRANTED**

1.1.1. 08/2014/15158 Proposed timber stables (resubmission of previously refused permission 08/2014/14750) on land off Birkwith Lane / Mill Lane, Low Bentham

1.1.2. 08/2014/15179 Change of use of land to domestic garden &amp; erection of detached garage at 1 Thorns Cottage, Bentham

1.1.3. 08/2014/15204 Relocation of green keepers store for storage of equipment &amp; materials at Bentham Golf Club, Robin Lane, High Bentham

**1.2. REFUSED - none****2. Planning Correspondence**

2.1. Planning Focus, December

2.2. Lancaster City Council's adopted Development Management &amp; MAAP DPD

2.3. Lancashire County Council, Blackburn with Darwen Borough Council, and Blackpool Council consultation document 'Onshore Oil and Gas Supplementary Planning Document'

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

- 3.1. Community Emergency Plan generic template requested 2/12 & received
- 3.2. Letters to MP sent 2/12, response awaited
- 3.3. Low Bentham Road Streetlight comments sent 4/12, response awaited
- 3.4. Craven budget consultation response sent 5/12
- 3.5. Letter to Diocese regarding memorials within St Margaret's sent 17/12, see agenda

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

- 4.1. Yorkshire Water bills to fall
- 4.2. YLCA Craven Branch Meeting, 7pm, 19 January Otley Street, Skipton

**5. Items circulated by email**

- 5.1. Latest Weekly Rural News Digest 2/12, 8/12, 15/12, 24/12 & 5/1/15
- 5.2. Rural Vulnerability Service, Fuel Poverty 10/12, Transport 18/12, Small Businesses 24/12
- 5.3. Rural Opportunities Bulletin, 3/12 & 7/1/15
- 5.4. RSN Manifesto 2015
- 5.5. RSN Rural Sounding Board Survey results
- 5.6. White Rose Update, 12/12
- 5.7. North Yorkshire Now Newsletter, December
- 5.8. CDC Community News, December 2014
- 5.9. Craven & First World War Project Newsletter, December
- 5.10. SLCC News Bulletin 19/12
- 5.11. Historic Towns Forum Newsletter, December
- 5.12. Fields in Trust Update, 5/12
- 5.13. Rural Action Yorkshire News, 9/12
- 5.14. RegioFlash News, 10/12, 12/12, 18/12 & 19/12
- 5.15. Craven Volunteer Centre, recruiting on-line & skills training
- 5.16. Craven Area Committee 11/12 (and noticeboards)
- 5.17. Julian Smith Reporting Back, 2014 Annual Report

**6. Progress on Outstanding Matters**

- 6.1. Replica VC Winners stone confirmed ordered 12/11. Delivery dates awaited
- 6.2. St Margaret's churchyard response to PCC sent 10/11 & CDC also contacted. Awaiting Notice of Intention
- 6.3. Flagpole research ongoing
- 6.4. Care Home meeting – date in February awaiting confirmation
- 6.5. Low Bentham parking meeting – to be arranged
- 6.6. Station Approach meeting – NYCC will not adopt, response awaited from Angus Fire
- 6.7. Cowan Bridge new town comments sent to Lancaster City Council. Burton Parish response requested and awaited
- 6.8. Grasmere Drive bench site location permissions received, costs received, donor awaited
- 6.9. School Playing Field – initial access plans agreed, awaiting solicitors / planning permission
- 6.10. Tourist Information / WC signs ordered March 2013, put on hold until Town Team sign review completed
- 6.11. Low Bentham Playing Field, pipes & cables map awaited
- 6.12. Quality Status – Statement of training intent to be considered