

## **BENTHAM TOWN COUNCIL**

### Minutes of the Council Meeting held on Wednesday 3 May, at 7.30 pm in the Lower Town Hall

Present Cllrs Adams, Bridgeman, Handford, Marshall, Pritchard, Stannard, Swales & Townson. Also DCllr Brockbank, CCllr Ireton, the clerk Mrs Burton and 5 parishioners

1. To Appoint the Mayor for the period 2017/18  
**RESOLVED: That Cllr Adams be appointed Mayor for 2017/18**
2. To Receive Apologies from members unable to attend  
Cllrs Faraday, Taylor & Vendy, also DCllr Thompson
3. 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
4. To Receive Comment & Concerns  
A resident as various questions regarding the planning process as he had concerns regarding the application on Lakeber Drive to be discussed at the meeting
5. To Confirm the minutes of the previous meeting  
**RESOLVED: That the minutes of the meeting on 10 April be signed**
6. To Appoint the Deputy Mayor for the period 2017/18  
**RESOLVED: That Cllr Swales be appointed Vice-Chairman / Deputy Mayor**
7. To Appoint Members to Committees & as Council Representatives for 2017/18
  - 7.1. Committees Open Spaces, Finance, Buildings Maintenance & Marketing  
**RESOLVED: That Committee membership stand on from 2016/17 as listed below**

<b>Finance Committee</b>	Marshall, Adams, Stannard, Pritchard, Townson & Taylor
<b>Open Spaces</b>	Taylor, Faraday, Marshall, Bridgeman, Swales & Handford
<b>Buildings</b>	Adams, Faraday, Vendy, Bridgeman & Handford
<b>Marketing</b>	Swales, Vendy, Pritchard, Townson & Stannard
  - 7.2. Council Representatives  
**RESOLVED: That representation on outside organisations continue as below**

<b>Playing Field Association</b>	Cllr Townson
<b>Goodenber Play Area</b>	Cllr Adams
<b>LASRUG</b>	Cllr Adams
<b>Police</b>	Cllr Marshall
<b>Aid In Sickness</b>	Cllr Adams
<b>Looking Well / Pioneer Projects</b>	Cllr Handford
<b>Friends of Bentham Library</b>	Cllr Swales
<b>Youth Café</b>	Cllr Vendy
<b>Victoria Institute</b>	Cllr Bridgeman
<b>Bentham Refuge Group</b>	Cllr Taylor
<b>Longstaffe Educational Foundation</b>	Mrs Hey (until 2020)
<b>Bentham Common Land Charity</b>	Cllr Stannard (until 2020)
<b>Collingwood &amp; Longstaffe</b>	Cllr Marshall (until 2020)
<b>YLCA Craven Branch</b>	vacant
<b>Bentham School Governor</b>	Cllr Stannard
  - 7.3. Responsible Financial Officer - also bank, bank mandate.  
It was agreed that the Clerk continue as RFO and that Unity Trust remain as the Council's bank. With the Finance committee remaining the same there was no need to alter the bank mandate.  
**RESOLVED: That the clerk continue as RFO**  
**RESOLVED: That no change is required to the bank mandate**
8. To Agree a Provisional Timetable of Meetings for the new Council Year (paper 2017/01)  
The provisional timetable was agreed. It was agreed there should be no full meeting in August, although it may be necessary to hold a planning meeting.  
**RESOLVED: That the provisional meeting dates be agreed.**  
**RESOLVED: That there should be no full meeting in August, although a planning meeting may be held on 7 August if required.**

9. To Receive the Clerks Report (for information only) – see end of these minutes
10. To Receive the Police Report & allow members to ask questions for information  
PC Parsons was unable to attend but had sent a report. 40 incidents were reported to the police in April including one road traffic accident and 6 crimes. The crimes included one of criminal damage, one dog bite and 3 assaults and one criminal damage related to the Care Homes with a youth currently under investigation.
11. To Receive Reports from CClr & DCllrs (for information only)  
CCllr Ireton confirmed that the Allerton Waste plant will be operational in early 2018. It will reduce the county's landfill by 90% and increase recycling. The 40 tonnes of organic waste will generate enough power for 40,000 homes. Plans are also ongoing to realign the Skipton – Harrogate road, possibly across the valley onto an old Roman road. Applications have been made to the Dept of Transport.  
The Library became a Community Library on 1 April and the move to Pioneer Projects should be completed by 17 May. CClr Ireton thanked FOBL for their work to keep a library service in Bentham. He also confirmed that some Extra-care funding had been confirmed by the Homes & Communities Agency for Bentham, but that confirmation was still required from the developer that the remaining funding was in place.  
DCllr Brockbank informed the meeting that Craven now have 3 mobile CCTV cameras for use to identify fly-tippers. The Council had also agreed to increase fines for both fly-tipping and dog fouling. Concern has been expressed about the increased use of the remaining Bring Sites for recycling, and the threat to close the sites if they are used by businesses was repeated. There was considerable discussion around this – is there signage informing everyone that these sites are for domestic use only? Have businesses been notified? Is the threat just an excuse to close the sites? Business charges for recycling are 150% higher than the charges for waste collection which is wrong. Not enough is being done to recycle plastics. DCllr Brockbank agreed to take the comments back.
12. Planning
- 12.1. To Consider and Comment upon New Applications
- 12.1.1. 08/2017/17891 Minor material amendment of previously approved application 08/2015/15473 to reduce inverter/transformer cabins, solar panels, maintenance tracks, elimination of CCTV cameras & modification of control centre on land south of Ravens Close Brow, Low Bentham  
**RESOLVED: That the Council had no objections to this application**
- 12.1.2. 08/2017/17904 Conversion of attached barn into residential dwelling at The Wenning Station Road, Bentham  
**RESOLVED: That the Council had no objections to this application**
- 12.1.3. 08/2017/18023 Outline application for detached dwelling with appearance, landscaping & layout reserved at 8 Lakeber Drive, High Bentham.  
Concern was expressed that the proposed property was outside the current building line, being in the back garden. Whilst the position of the proposed building was not in keeping, the lack of detailed plans did not allow for proper comment on the proposed dwelling. It was noted that the proposal was for a 3-bed house suggesting a building of significant size. The meeting felt that a bungalow would be better given the position and the surrounding dwellings.  
**RESOLVED: That the Council was concerned about the position of the proposed dwelling and that a smaller building would be more suitable given the site.**
- 12.2. To Receive Planning Decisions  
- If any (see Clerks Report)
- 12.3. To Receive Correspondence on Planning Issues  
- If any (see Clerks Report)
13. Highways Matters
- 13.1. To Consider ways to alleviate parking problems on Burton Road  
Parking continues to be a problem with little room for vehicles to pass. Cllr Bridgeman suggested that the Rose Garden could be turned into parking for the properties on the Bank and Borrans Cottage which may help alleviate the problem. There was considerable discussion about this provision – would residents pay to use it? Should residents buy a parking place? Could yellow lines be applied to the bend if these extra spaces were provided. It was agreed that the Council should facilitate exploration of this possibility and that Craven should be asked if it might be possible to lease / buy the Rose Garden for carparking. Consultation with residents regarding possible provision can be done when this is known  
**RESOLVED: That Craven DC be asked whether the Rose Garden might be available for lease or sale to provide carparking spaces**  
*Cllr Adams gave his apologies and left the meeting as he was working nights & Cllr Swales took the chair*
- 13.2. To Consider and Note Highway Matters for Information  
It was noted that Low Bentham railway bridge on the B6480 will be closed for inspection on Sunday 14 May

Various potholes had been ringed some time ago in Low Bentham, the clerk agreed to ascertain when the repairs would actually be affected

The meeting was informed that a car had been parked in the Disabled space on Station Road for two and a half days. It was agreed that parking enforcement should be informed.

The previously reported potholes on Belle Bank are getting worse

**RESOLVED:** That NYCC Highways be asked to repair the potholes between Tatterthorn Road and Pye Busk.

**RESOLVED:** That NYCC Highways be asked when the marked potholes on Burton Road would be repaired

**RESOLVED:** Parking Enforcement be asked to look at use of disabled parking spaces in Bentham

14. To Review the Council's Standing Orders (amended Nov 2014) (paper 2017/02)

Comment was made regarding the co-option process and the clerk agreed to get examples from other councils

**RESOLVED:** That the Standing Orders do not need updating

**RESOLVED:** That examples of other councils' co-option procedure be attained

15. To Agree to adopt the new Financial Regulations 2016 (paper 2017/03)

**RESOLVED:** That the new Financial Regulations 2016 do not require updating

16. To Review the Council's Risk Assessment (paper 2017/04)

**RESOLVED:** That the Risk Assessment does not need updating

17. To Note the draft minutes of the Annual Parish Meeting on 26 April - noted

18. To Note the draft minutes of the Finance Committee on 12 April, and consider recommendations, if any – noted  
The bank reconciliation at 31 March was:

	Bank Statement	Plus O/s Receipts	Less O/s Cheques	Balance
Current	17075.87	2142.45	11599.89	7618.43
PSDF	167000.00			167000.00

19. To Agree the Accounts for Payment

Craven District Council	50.29	Toobys	21.99
Mopps	384.00	Amazon	450.93
Aviva	333.12	NI Seeds Direct	5.98
Opus	86.71	Claris	3.10
EE	23.99	B & CE Armstrong	95.39
SWALEC	1336.61	Andrews	95.54
1&1 Internet	25.16	Bentham News	100.00
Carl Taylor	478.48	iprint	402.00
Information Commissioner	35.00	AFY Fire Protection	196.00
Kingsdale Projects	1220.00	Thomas Graham	29.52
Barbara Rothwell	660.00	NEST	26.34
NYCC	1760.40	Salaries	1724.80
Asda	52.00	Transaction charges	28.00

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

- 19.1. To Receive the Council's insurance renewal and consider if any amendments are required (paper 2017/05)

The insurers should be informed of the Play Area project with a view to adding the 'park' and equipment at a later date and also ensuring that the labour content is covered under sub-contractor payments. Members of the Finance Committee were reminded of the requirement to provide a fidelity reference. The clerk was asked to enquire if adding an alarm to the Town Hall would have an effect on the premium

**RESOLVED:** That the insurers be informed of the Play Area project so that it can be added to the policy at a later date

**RESOLVED:** That the payments to sub-contractors be altered to cover the labour content of the Play Area & Street Lighting projects

**RESOLVED:** That members of the Finance Committee are reminded of the requirement to provide a Fidelity Reference

20. To consider items of Correspondence

- 20.1. To receive a request for nominations for the Craven Area Committee before noon on 5 June

**RESOLVED:** That Cllr Swales be nominated for the Craven Area Committee

20.2. To receive an offer of help on the Community Emergency Plan from Robin Derry, Senior Resilience & Emergencies Officer, NYCC, and agree a response

**RESOLVED:** That the Council accept the offer of assistance and request potential meeting dates from Mr Derry

20.3. To note that the meeting with the Playing Fields Trustees will be held on 24 May at 7.30pm in the Wenningdale Room, and to agree attendance

**RESOLVED:** That Cllrs Adams, Swales and Townson attend on behalf of the Council

21. To Receive Reports from Councillors who represent the Council on other bodies (for information only) Mrs Hey had sent a report for the Longstaffe Education Foundation who are inviting applications for grants. Two fund raising events have been arranged for later in 2017.

Cllr Handford confirmed that the Kingsdale Projects work on the Heritage trail was almost complete and that he had been asked to look at the lamb gates mentioned at the previous meeting. Environmental Health had been monitoring dog fouling in the area – and the painting of said waste.

Cllr Townson reported that the Extra Care group had visited the new provision in Leyburn and had been impressed.

Cllr Bridgeman said that the Victoria Institute were awaiting quotes for their on going maintenance programme. The Council agreed to supply a copy of the Town Hall Fire Policy and suggested the committee contact ACRE regarding a copy of the standard Terms & Conditions.

Cllr Marshall commented that the Collingwood & Longstaffe refurbishments were complete bar snagging and there were currently no vacancies.

Cllr Swales had attended various Friends of Bentham Library meetings in the run up to the move to Pioneer Projects.

*Cllr Townson left the meeting at 9.07pm*

22. Items for next meeting and minor items only

It was noted that more damage had been done at the top entrance to the Auction Mart. As NYCC Highways have confirmed that they had no jurisdiction as it is private land the residents need to contact the land owner.

There being no further business, the meeting was closed at 9.15pm

## **AGENDA ITEM 9)**

### **CLERK'S REPORT TO BENTHAM TOWN COUNCIL, 3 May 2017**

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

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

1.1.1. 08/2016/17386 Variation of condition 2 & 4 of previous approval 08/2016/16863 to allow a revised site layout & allow caravan 1 to be occupied as permanent living accommodation by a site warden at Toll Bar Gardens, Wennington Road, Low Bentham.

1.1.2. 08/2017/17804 Application for change of use of land to extend existing residential curtilage & erection of detached garage at Rose Cottage, Wenning Avenue, High Bentham

1.1.3. 08/2017/17858 Application to remove door & replace window in front elevation at 9 Main St, Low 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. Letter of thanks re assistance on Auction signage (information folder)

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

4.1. Opus contract termination notice (street lighting)

4.2. Thank you card from Sunbeams

4.3. Maintenance certificates for Fire Extinguishers, Town Hall & Community Youth

4.4. UMS certificate, 2017

4.5. Le Petit Depart Cycle Event, June 2017

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

5.1. Latest Weekly Rural News Digest 10/4, 18/4, 24/4, 2/5

5.2. Rural Vulnerability Service, Rural Broadband 12/4, Fuel Poverty 26/4

5.3. Rural Housing Spotlight, 19/4

- 5.4. Rural Opportunities Bulletin 3/5
- 5.5. NYP Newsletter, April 2017
- 5.6. Locality newsletter 3/5
- 5.7. Bright Ideas Fund notification 19/4
- 5.8. SLCC News Bulletin 13/4
- 5.9. Craven DC News, April 2017
- 5.10. NY Open Studios, June 2017

**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. Bentham Flag – no progress to date
- 6.5. Community Emergency Plan, 03/16 – committee to organise meeting and report back
- 6.6. Craven Area Committee requested to consider Bentham School Crossing, 18 January 2016
- 6.7. Replica VC Winners stone confirmed ordered 12/11/15. Delivery dates awaited
- 6.8. Flagpole – donor found, to be progressed
- 6.9. Grasmere Drive bench site location permissions received, costs received, CDC to consider