



BENTHAM TOWN COUNCIL

MINUTES of the Open Spaces Committee on Monday 14th December 2020 – Conducted remotely.

Present: Cllrs Bridgeman (Chair), Burton, Faraday and Marshall. The clerk Christine Downey. And Cllr Adams attending as a member of the public.

- OS35 Apologies from members unable to attend: -
- 35.1 To note apologies for absence given in advance of the meeting.
Cllrs Handford and Swales.
- 35.2 To consider acceptance of reasons for absence – if consideration of reasons requested.
None.
- OS36 Declaration of interest: -
- 36.1 To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interest.
None.
- 36.2 To approve dispensation request – if dispensation request received.
None.
- OS37 To approve minutes of 14th September 2020. (Papers OS2020/23)
RESOLVED: That the minutes of the meeting of 14th September 2020 are agreed and be signed.
- OS38 To receive an update on the Open Spaces budget. (Paper OS2020/24)
Received.
- OS39 To discuss matters re the cemetery and agree actions: -
- 39.1 Update from Cllr Bridgeman on removal of the shed.
Received: Only base left now. Hearse covered and left for Cllr Marshall to arrange disposal with Lords Antiques.
- 39.2 To discuss and agree a way forward regarding the sign on the right as you enter the field before the cemetery.
RESOLVED: No further action.
- OS40 To discuss matters at PHPF and agree actions and/or a way forward regarding: -
- 40.1 Quotes for wording on PHPF sign and QR code. (See item 180.3 of full council meeting 02/11/2020)
RESOLVED: Cllr Bridgeman to obtain quotes with mock-ups from Jonny Latimer of both a separate free-standing sign, and panels to be attached to existing PH sign, to the following specifications: -
Steel work or bronze letters, carved or cast.
Size 900 long x 600 deep.
On a substantial stand for the free-standing option.
Style of font is to be the same as the wording already on PH sign. (Must be easy to read font, and plain, no italics).
Upscale size of font to fit that size of sign.
QR code to be included.
- 40.2 Fallen wall.
RESOLVED: No further action.
- 40.3 Pollinator friendly bulb planting.
RESOLVED: No further action.



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- 40.4 Tree planting opportunity.
RESOLVED: No further action.
- 40.5 Replacement signs for agreement. (Paper OS2020/25)
RESOLVED: Welcome sign – proceed with option B.
RESOLVED: Equipment sign;
Proceed with option A.
Change wording to “Children under the age of 3 are not permitted to use this equipment”.
Change the order of the instruction so that the list of “Do Not’s” is before the instruction about children under 3.
Use red for the list of “Do Nots” and “In emergency call 999”.
Correct the spelling mistakes.
- 40.6 Boggy area: -
- 40.6.1 New fence quote for consideration. (Paper OS2020/26)
RESOLVED: Not to proceed with a new fence.
RESOLVED: Clerk to instruct Thomas Brown to replace whatever is rotting or damaged; posts and/or rails.
- 40.6.2 Requirements for signs.
RESOLVED: Replace the “Keep Out” sign with a like for like sign.
RESOLVED: Clerk to send a photograph of the sign to Andy Walls and ask for the replacement like for like sign to be included with the other signs that are currently being produced for PHPF.
- 40.6.3 Requirements for planting.
RESOLVED: No further action.
- 40.7 Work on trees and TPO applications: -
- 40.7.1 Crown lifting – trees in centre of PHPF. (OS64 refers 09/12/2019)
RESOLVED: Clerk to ask Thomas Brown if quote of 24/05/2019 is still valid. If it is, clerk to instruct Thomas Brown to proceed with crown lifting and removal of ivy. If it is not, clerk to obtain new quote. Waste to be chipped and left on site.
- 40.7.2 Along the fence beside path from Hillside Road to Ellergill/Burton Road. (OS67.3 refers 09/12/2019)
RESOLVED: Clerk to ask Westmoreland Tree Care Ltd if quote of 06/10/2019 is still valid. If it is not, clerk to obtain new quote.
RESOLVED: To remove the Ash tree with Ash dieback disease in the next financial year.
RESOLVED: A decision regarding which other trees need to be removed to be made at annual walkabout.
RESOLVED: After the trees that need to be removed have been definitely identified, an application for their removal to be submitted to Craven District Council (except for the ash tree with Ash dieback disease).
RESOLVED: Expected or estimated cost of the removal of these trees to be included in the 2021/2022 budget.
- 40.7.3 Along fence at rear, between PHPF and properties on Hillside Road.
RESOLVED: To be included in the crown lifting work.
- 40.8 Quarterly inspection report of Nov 2020. (Paper OS2020/27)



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	Page no of report	Item	Notes:	RESOLVED:
1	8	Multi Play Toddler (house / slide): there is/are bolt cap covers missing or damaged on this item – replace missing or damaged bolt cap covers.	-	Clerk to write to HAGS requesting that as equipment is less than three years old, and still under warranty, all minor defects should be rectified by them, at their own expense.
2	10	MUGA: Finger entrapment.	This problem was rectified. Email querying why its back on again 05/11/2020. Followed up with phone call 14/12/2020. Awaiting call back from manager.	-
3	10	MUGA: A number of fixings have worked loose on the goal – secure all loose fixings.	-	Clerk to write to HAGS requesting that as equipment is less than three years old all minor defects should be rectified by them, at their own expense.
4	10	MUGA: There is some damage to the fence sections – monitor for any further deterioration and repair as required.	Monitor.	-
5	10	MUGA: Provide signage to BS EN 15312.	In Hand. See item 40.5.	-
6	10	MUGA: A number of fixings have worked loose around the fencing -secure all loose fixings.	-	Clerk to write to HAGS requesting that as equipment is less than three years old all minor defects should be rectified by them, at their own expense.



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7	11	Cable Runway: Annual inspection recommended.	-	Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).
8	11	Cable Runway: There is/are cap covers missing or damaged on the item – replace missing or damaged cap covers.	-	Clerk to write to HAGS requesting that as equipment is less than three years old all minor defects should be rectified by them, at their own expense.
9	11	Cable Runway: There is some notable evidence of chain wear – Monitor for any further deterioration and replace when 40% worn.	See also item 40.9 – which professional contractor to use?	Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).
10	11	Cable Runway: The seat connection cannot be inspected without dismantling the seat – dismantle the seat to inspect the seat connection for wear.	See also item 40.9 – which professional contractor to use?	Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).
11	11	Cable Runway: The seat approaches 45 degrees under use – monitor and adjust as required to prevent the seat going past 45 degree at the stop position.	See also item 40.9 – which professional contractor to use?	Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).



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12	12	Multi Play Junior: There is mud on the surface resulting in slippery conditions – clean and treat appropriately.	-	-
13	12	Multi Play Junior: The ropes/nets are worn/damaged in places – monitor for any further deterioration and repair or replace as required.	Monitor.	-
14	12	Titan: there are trip hazards at the edges of the surface – reinstate surrounding surface levels to remove the trip points.	-	Action to be taken to be considered on annual walkabout. (Decision therefore at next meeting).
15	12	Titan: There are gaps opening between the surfacing and the edging surround or between the joints in the surfacing – monitor for any further deterioration and repair as required.	Monitor.	-
16	12	Titan: There is some notable evidence of chain wear – monitor for any further deterioration and replace when 40% worn.	See also item 40.9 – which professional contractor to use?	Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).



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17	12	Titan: The seat connection cannot be inspected without dismantling the seat – dismantle the seat to inspect the seat connection for wear.	See also item 40.9 – which professional contractor to use?	Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).
18	13	Basket Swing: there are trip hazards at the edges of the surface – reinstate surrounding surface levels to remove the trip points.		Action to be taken to be considered on annual walkabout. (Decision therefore at next meeting).
19	13	Basket Swing: The Anti Wrap bearings are dry and not moving freely – lubricate in accordance with the manufacturer’s recommendations	-	-
20	13	Bench: There are trip hazards present on the base - reinstate surrounding surfaces to level to remove the trip points.	-	Action to be taken to be considered on annual walkabout. (Decision therefore at next meeting).
21	13	Bench: There is/are bolt cap covers missing or damaged on the item – replace missing or damaged bolt cap covers.	Installed by BTC not HAGS.	-



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22	14	Sign: The item is slightly loose in its foundations – monitor for any further deterioration and repair as required.	Monitor. Thomas Brown confirmed 28/09/2020 that it is currently secure enough and no further action required yet.	-
23	16	Gate: The gate latch has rod projects and has the potential to cause eye injuries – consider cutting back and providing a ball shaped end.	-	Action to be taken to be considered on annual walkabout. (Decision therefore at next meeting
24	16	Gate: There are openings that are less than 12mm that could trap or crush fingers – where possible a 12mm gap should be maintained on both sides or between the gate leafs.	-	Action to be taken to be considered on annual walkabout. (Decision therefore at next meeting

40.9 To agree which professional contractor for: -

40.9.1 Annual inspection of the seats on the zip wire and Titan.

RESOLVED: Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).

40.9.2 Re-tensioning of zip wire.

RESOLVED: Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).

40.9.3 On-going repairs and/or maintenance tasks on play equipment.

RESOLVED: Cllr Marshall to investigate maintenance and repair options available from Luscombe Plant Hire and Horton Landscaping. (Decision therefore at next meeting).

OS41 To agree a way forward regarding trimming of trees: -

41.1 Cherry tree next to bench by roller shed on Butts Lane.

RESOLVED: Find out who owns the land. Ask Chris Mitton if the land is his.

41.2 Beech tree by fingerpost on Lairgill carpark where it meets main road.

Can be paid for out of parish caretaker's budget. Quote can be brought to full council meeting for approval in due course.

RESOLVED: Clerk to request a quote from Thomas Brown.

OS42 To agree a date for the annual walkabout.

RESOLVED Tuesday 29 December 2020. Meet at the cemetery at 10 am.



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- OS43 Street lighting renewal programme – To consider the quote from ENW for the work at Greenhead Lane, off Cross Lane. (Paper OS2020/28)
RESOLVED: To proceed with the work quoted for by ENW at estimated costs of £2,525 and £4,840.
- OS44 To discuss the list of Open Spaces jobs not already covered, and agree action.
RESOLVED: Clerk to obtain quote from Thomas Brown for work at the bus shelter. Render bottom section, paint green, and install steel plinth around bottom for protection against being kicked.
- OS45 To receive and consider minor items / items for the next agenda.
Consider another walkabout in March 2021, at which additions to grass cutting contract to be considered. (Harley Close and verge between High and Low Bentham).
Butterbergh hedge – was dealt with at full council meeting on 07/12/2020.
Barn ducting recently installed near Duke Street/High Bentham Business park. (Just up from lamppost 34). Could feed electric supply for lights on the footpath that could not be reached before. Add to next agenda.
Heritage Trail maps that are sized A3 or larger to include Low Bentham and PHPF. (PHPF not to be included on A4 sized trifold maps).
Fingerpost pointing to PHPF from Ellergill/Burton Road side only. Add to next agenda. Cllr Faraday will investigate ownership of the land and obtaining permission from NYCC to install on grass verge or cobbles. Andy Walls might be able to provide Cllr Marshall with estimate of cost.
Clerk to forward list of his actions to Cllr Marshall.
- OS46 Date of next meeting: 08/03/2021

There being no further business the meeting closed at 21.06.