



BENTHAM TOWN COUNCIL

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Wednesday 7th May 2025

All Town Council Meetings are open to the Public and Press

Monday 12th May at 7:30pm, Lower Hall, Bentham Town Hall

Background papers are available for viewing by appointment before the meeting. These will be circulated to Councillors in the days before the meeting.

C Burrow

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Town Clerk

AGENDA

- 1 To elect a Mayor for the year 2025-2026.**
- 2 Signature of the Declaration of Acceptance of Office by Chair/Mayor.**
- 3 To appoint a Deputy Mayor for the year 2025-2026.**
- 4 Apologies from members unable to attend: -**
 - 4.1 To note apologies for absence given in advance of the meeting.
 - 4.2 To consider acceptance of reasons for absence – if consideration of reason requested.
- 5 Declaration of Interest: -**
 - 5.1 To note declarations of interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
 - 5.2 To approve dispensation requests – if dispensation request received.
- 6 To consider applications for the office of councillor and to fill vacant seats by co-option, if any.**
- 7 To receive Comment & Concerns:**

Public participation – to hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consultation. (NB: for non-agenda items members of the Council are not permitted to respond, except to ask questions for the purposes of clarification; the period of time designated for public participation at a meeting shall not exceed 20 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 3 minutes).
- 8 To Confirm the Minutes** of the meeting on Monday 7th April 2025 as a true and accurate record.
- 9 To note the draft minutes of the Annual Parish Meeting** on Monday 28th April 2025.
- 10 To receive the Police Report & allow members to ask questions for information - If any.**
- 11 To receive a Report from NYC Councillor** (for information only) - If any

- 12** To consider appointing **Members to Committees for 2025-2026** and to agree a way forward:
- 12.1 Buildings
 - 12.2 Finance
 - 12.3 Open Spaces.
 - 12.4 Marketing and Development.
- 13** To consider appointing **Members as Council Representatives for 2025-2026** and to agree a way forward: -
- 13.1 Aid in Sickness
 - 13.2 Bentham & District Dementia Friendly Community (BDDFC)
 - 13.3 Bentham Area Refugee Support Group (BARSG)
 - 13.4 Bentham Christmas Lights Committee
 - 13.5 Bentham Common Land Charity
 - 13.6 Bentham Environmentally Sustainable Town (BEST)
 - 13.7 Bentham Playing Field Association
 - 13.8 Bentham Save a Life
 - 13.9 Dales Youth Club
 - 13.10 Collingwood & Longstaffe Almshouses
 - 13.11 Goodenber Play Area Association
 - 13.12 LASRUG
 - 13.13 Longstaffe Educational Foundation
 - 13.14 Looking Well/Bentham Community Library
 - 13.15 Patient Representative Group
 - 13.16 Victoria Institute
 - 13.17 YLCA Craven branch (2 representatives).
- 14** To review the **Banking Arrangements**; to review the bank account arrangements and mandates and agree a way forward.
- 14.1 Unity Account.
 - 14.2 Public Sector Account.
 - 14.3 Virgin Account.
- 15** To consider a **Provisional Timetable of Meetings** for the new Council Year.
- 16** To Review the Council's Required Documents
- 16.1 **Standing Orders.**
 - 16.2 **Financial Regulations.**
 - 16.3 **Terms of Reference for Committees.**
 - 16.4 **Complaints Procedure.**
 - 16.5 **Asset Register.**
 - 16.6 **Risk Assessment.**
 - 16.7 **Privacy Policies**
 - 16.8 **Media and Press Policy**
- 17** To consider adopting **NYC's Code of Conduct**
- 18 Financial Matters:**
- 18.1 To receive the AGAR and letter to External Auditor.
 - 18.2 To receive the Internal Audit.
 - 18.3 To receive the Council's insurance renewal and consider if any amendments are required (if received)
 - 18.4 To note Precept Instalment received £75,000.00 on 30/04/25 into the Unity Account.
 - 18.5 To receive and note current bank balances; Unity current account as £138,985.62 the Public Sector deposit account balance as £85,000.00 and the Virgin current account as £620.94
 - 18.6 To consider transferring £35,000 From the Unity account into the Virgin account.

- 18.7 To note the pre-authorised salary and pre-agreed contractual payments.
- 18.8 To approve the payments/grants.
- 19 To consider and comment upon New Planning Applications:**
- 19.1 ZA25/26885/HH Rannerdale, Low Bentham Road, High Bentham, North Yorkshire. Householder planning application for erection of two storey and single storey extension to rear of dwellinghouse.
- 19.2 ZA25/26869/HH The Grange, Low Bentham Road, High Bentham, Lancaster. Application for erection of garage (replacement of car port).
- 19.3 ZA25/26726/HH 9 Hillcroft, High Bentham, Lancaster, LA2 7LL. Removal of outbuilding/shed and replace with new garage/shed/outbuilding (retrospective).
- 20 To receive and note the following Planning Decisions/Information:**
- 20.1 ZA25/26798/TPO 2 Low Croft, High Bentham, Lancaster. Works to trees the subject of a Tree Preservation Order T1 Oak, crown reduce the sides by up to 1.5m and the top by up to 1m.
- Refuses Permission**
- 20.2 ZA25/26797/FUL Mount Pleasant House, 24 Mount Pleasant, High Bentham, Lancaster. Change of use of ground floor rooms from opticians consulting rooms to residential use as part of existing dwellinghouse, with retained ancillary use of detached former coach house as garage/workshop/store
- Grants Full Planning Permission**
- 21 To receive information on the following ongoing issues and decide further action where necessary:**
- 21.1 To consider the checks of the defibrillators at Springfield Bowling Club and the Playing Fields.
- 21.2 To note the **Public Meeting: PFAS & Environmental Concerns is on Tuesday 17th June 5:30pm** in the Ballroom, Bentham Town Hall, the public are invited to submit questions, comments or concerns by 26th May 2025.
- 21.3 Incident on Main Street (differed from previous meeting).
- 21.4 To receive an update on the application to the Vibrant and Sustainable High Street (if received).
- 21.5 To consider the opening of the Tourist Information Point.
- 22 Correspondence received:** To receive information on the following new correspondences and decide further action, if any;
- 22.1 Roller shed email
- 22.2 To receive an update from Angus Fire.
- 23 To receive Reports from Councillors** who represent the Council on other bodies (for information only)
- 24 Items for next meeting and minor items for information only.**
- 25 Dates of next meeting:**

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