



BENTHAM TOWN COUNCIL

Bentham Town Hall, Station Road,
Bentham, Lancaster LA2 7LH
Tel: 015242 62587

Email: townclerk@benthamtowncouncil.co.uk
www.benthamtowncouncil.gov.uk

Minutes of Monday 3rd November 2025

Present:

Cllrs Adams, Burton, MacEley-Young, Marshall, Stannard, Taylor and Whittet.

Councillor David Ireton

Town Clerk: C Burrow

Bentham News: 2

MOP: 1

Tuesday 18th November 2025

A one-minute silence was observed in memory of Mr. Michael Mason, who served as Chairman of Bentham Town Council from 1986 to 1990. The Council expressed its sincere condolences to Mr. Masons's family.

144. Apologies from members unable to attend: -

144.1 To note apologies for absence given in advance of the meeting.

NONE

144.2 To consider acceptance of reasons for absence – if consideration of reason requested.

NONE

145. Declaration of Interest: -

145.1 To note declarations of interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.

Cllr MacEley-Young: 159.3 and 159.8

145.2 To approve dispensation requests – if dispensation request received.

NONE

146. To consider applications for the office of councillor and to fill vacant seats by co-option, if any.

NONE RECEIVED

147. 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).

MOP1 - A member of the public reported that access to their property was refused for a grocery delivery and a plumber due to ongoing roadworks. While previous water works crews had allowed access without issue, a new team carrying out tarmacking further up the road denied entry. The resident is seeking clarification on which company was responsible. Located along Mewith Lane. The resident also raised concerns about missed bin collections, noting that recycling was not collected last week and if general rubbish was missed this week, it could cause problems. Cllr Adams advised that missed bin collections can be reported directly to North Yorkshire Council.

148. To **Confirm the Minutes** of the meeting on Monday 6th October 2025 as a true and accurate record with updated amendment to public participation.

RESOLVED – to accept and confirm the minutes of Monday 6th October 2025 as a true and accurate record with amendment.

149. To receive the **Police Report** & allow members to ask questions for information - If any.
Read out in full by Cllr Adams (appendix A)

150. To receive a **Report from NYC Councillor** (for information only) - If any

North Yorkshire Council received the results of the independent inspection of Adult Social Care Services, conducted by the Care Quality Commission (CQC) in June. The services were rated *Good with Outstanding* features, scoring 81 out of 100, placing North Yorkshire Council third nationally and highest in the North of England. Inspectors praised the dedication of staff and the positive feedback from the nearly 10,000 residents supported by these services. The report highlighted strong partnership working with service users and commended the Extra Care Programme, which enables older and disabled people to live independently across 1,500 apartments countywide.

Additionally, North Yorkshire Council is reviewing land it owns for potential development. In Bentham, a parcel of land on Station Road, opposite the train station, has been identified for consideration, though no plans have been confirmed at this stage.

151. To consider and comment upon **New Planning Applications:**

151.1 ZA25/27352/FUL Full planning permission for the subdivision of existing dwelling to form two dwellings, Jubilee Buildings, Main Street, High Bentham, LA2 7HR

NEUTRAL – NO OBJECTION

152. To receive and note the following **Planning Decisions/Information:**

152.1 ZA25/27285/FUL Full planning permission for change of use of land to form garden area (retrospective) Great Clifford, Burton in Lonsdale – GRANTED

NOTED

153. **Financial Matters:**

153.1 To receive and note current bank balances; Unity current account as **£105,288.10**, the Public Sector deposit account balance as £85,000.00 and the Virgin current account as **£35,852.61**
NOTED

153.2 To consider the Assistant Town Clerk being a submitter on bank mandate – Unity and Virgin.
RESOLVED to AGREE

153.3 To note the pre-authorised salary and pre-agreed contractual payments.
NOTED – Finance committee require payroll information at the same time as submitted to the bank to be authorised.

153.4 To approve the payments.

to	Description	Supplier	VAT Type	Net	VAT	Total
	Lift service	Stannah	S	207.47	41.49	248.96
	Printing, postage, stationery	Amazon	S	17.50	3.50	21.00
	Printing, postage, stationery	Amazon	S	4.16	0.83	4.99
	Poppy Wreath for street lights	RBL POPPY Appeal	S	41.67	8.33	50.00
	Internet	SKY	S	57.95	11.59	69.54
	Email & web Hosting	1&1 Ionos	S	24.23	4.85	29.08
	Mobiles	EE Mobile	S	71.74	14.35	86.09
	Trade Waste	North Yorkshire Council	X	66.38		66.38
	Pension	NEST	X	181.79		181.79
	Salary			1,247.25		1,247.25
	Salary			275.76		275.76
	Salary			1,109.35		1,109.35
	Salary			1,181.94		1,181.94
	Grant	Goodenber Play Area assoc	X	500.00		500.00
	Grant	Victoria Institute	X	1,000.00		1,000.00
	Grant	Bentham Playing Field Assc	X	2,500.00		2,500.00
	Grant	Bentham comm Bonfire	X	1,000.00		1,000.00
	Locum RFO	Elkerlodge Services Ltd	S	187.50	37.50	225.00
	Waste water bill Town Hall	Waterplus	X	109.91		109.91
	Internet	SKY	S	57.45	11.49	68.94
	Poppy Wreath	RBL POPPY Appeal	X	25.00		25.00
	Clerk Travel Expenses	Emma Langan	X	45.90		45.90
	DBS - EL	Gov.UK	X	21.50		21.50
	North2South Training for Bent	North2South Training Cons	X	585.00		585.00
	Christmas Lights	Festive Lights	S	175.26	35.05	210.31
	Professional Services for cemet	Mike Harrison Chartered Ar	E	1,402.50		1,402.50
	Website and Hosting	Creative Theory	S	180.00	36.00	216.00
	Service charge	Unity Trust bank	X	10.65		10.65
	Bentham boost	Laura Davy Admin Solution	X	900.00		900.00
	Grass cutting / parish caretakin	Kingsdale Projects	X	1,659.07		1,659.07
	Grass cutting / parish caretakin	Kingsdale Projects	X	80.00		80.00
	Grass cutting / parish caretakin	Kingsdale Projects	X	75.00		75.00
	Grass cutting / parish caretakin	Kingsdale Projects	X	62.50		62.50
	Fire Extinguishers	AFY Fire Protection	X	120.00		120.00
	relief caretaker	Ruth Green	X	65.00		65.00
Total				15,249.43	204.98	15,454.41

APPROVED – Cllrs Marshall and Burton to authorise (Staff names redacted)

154 Council matters:

154.1 To receive the Clerk's report.

RECEIVED: no further questions (Appendix B)

155 To receive information on the following ongoing issues and decide further action where necessary:

155.1 To consider the updated draft lease of Goodenber Play Area.

RESOLVED – to ACCEPT the lease and move forward with the transfer.

155.2 To receive the reply from North Yorkshire Council regarding the Lakeber and Springfield potential developments after requesting a site meeting.

RECEIVED: (Appendix C)

RESOLVED to ACTION Clerk to request the Construction Management Plan when available for the Lakeber development.

RESOLVED to ACTION Clerk to enquire as to how traffic will be slowed down in the area of the Spring field development, not just during development works.

155.3 To receive the reply from North Yorkshire Council regarding a potential pedestrian crossing on Robin Lane after stating the previous 2022 assessment was outdated, now with the Traffic Signals and Traffic Engineering team.

RECEIVED – await communication from the Traffic Signals and Traffic Engineering team.

155.4 To consider a cause of action regarding the Kingfisher mural.

RESOLVED to ACTION the Clerk to facilitate a meeting between all parties involved.

155.5 To receive an update from North Yorkshire Council regarding road sweeper request.

RECEIVED: North Yorkshire have a new operative trained up.

NOTED: the road sweeper has recently attended Bentham.

156 Buildings matters:

156.1 To consider the quotes for the removal of the old ballroom flooring.

RESOLVED: to accept the quote of Hargreaves Reclamation at £1430+VAT.

ACTION: Clerk to contact contractors to accept and book in the removal and installation of the new ballroom flooring.

157 Open Spaces matters:

157.1 To receive an update from the Open Spaces Committee.

CLlr Marshall: Parish Caretaker gave an update on grass cutting and overview of the Parish; Goodenber Play Area may need remedial works, Open Spaces to have a walk around in Spring, tree works to price for, gathering quotes for the MUGA and the path into the Phillip Harvey Playing Field, land to the play area is not owned by Bentham Town Council, exploring the cemetery extension options with existing land, ensuring Environment Agency regulations. CLlr Adams stated that the memorial wall only had two empty spaces.

157.2 To consider requesting North Yorkshire Council Highways Area 5 to clean highway signs.

RESOLVED to ACTION Clerk to request the cleaning of highways signs.

157.3 White/Yellow Lines on Main Street – to consider requesting Highways Area 5 for regular traffic wardens in Bentham.

RESOLVED to ACTION Clerk for a regular visit from the Traffic Wardens.

157.4 To consider requesting Highways Area 5 to investigate potential traffic easing methods at Robin Lane and Main Street.

RESOLVED: to await the Options Appraisal from Align before further action.

157.5 To consider requesting a regular road sweeper for Bentham.

RESOLVED to ACTION Clerk to request regular visits of road sweeper to Bentham.

157.6 To consider contacting Highways Area 5 again regarding the weeds on road sides and pavements around the parish.

RESOLVED to ACTION in Spring.

158 Matters requested by councillors:

158.1 To consider a request to re-surface and re-line the Grasmere car park – CLlr MacEley Young.

RESOLVED to await the Yorkshire Water roadworks finishing in Bentham as the car park is being used by residents whose vehicles have been displaced.

RESOLVED to await the Options Appraisal from Align before further action.

RESOLVED to contact Parking Services regarding the abandoned vehicles in the car park and request traffic warden attendance.

158.2 To consider updating the Mayoral Board – Cllr Marshall.

RESOLVED to obtain quotes for a new mayoral roll in the same format as the existing board. Cllr Marshall to obtain quote with list from Cllr Adams.

159 **Correspondence received:** To receive information on the following new correspondences and decide further action, if any;

159.1 To consider a request from Corner Stone Church to use the Green at Low Bentham for a gathering with carol singing one evening in December, unsure of dates as yet.

RESOLVED to AGREE Council are happy to allow the Corner Stone Church to use the Green.

159.2 To note the Bentham Refugee Support Group 'Keeping Others Cosy' event on Saturday 15th November 2pm-4pm at the Methodist Hall.

NOTED

159.3 To receive an update from Cleaner Bentham.

RESOLVED to move item to after 159.7 for Cllr MacEley-Young to leave the room for item 159.3 and 159.8.

159.4 To consider a further meeting in November with Communities Locality Lead Skipton & Ripon alongside the Masterplan team and the Bentham Boost group to discuss upcoming work linked to the Bentham Masterplan.

RESOLVED: Wednesday 26th November 2026, preferably early evening.

159.5 To receive communication from North Yorkshire Council Property Services regarding land in Bentham.

RECEIVED and NOTED: the land owned by North Yorkshire Council on Station Road opposite the Station. Plans were previously drawn up however there were highway issues.

159.6 Local Plan Call for Sites exercise from North Yorkshire Council.

NOTED – open to individuals and organisations that own land.

159.7 To consider the letter from the Funeral Directors.

RESOLVED to write to the Funeral Directors stating that ideally they would be part of the National Association of Funeral Directors to ensure best practice, Bentham Town Council understands that the coroners hold a form of accountability.

Provide Bentham Town Council with a copy of the complaints policy to ensure that customers have clear protocol to follow. Provide Bentham Town Council with any reports supplied by the coroners.

Cllr MacEley-Young left the room at 20:04

159.3 To receive an update from Cleaner Bentham.

Read out in full by Cllr Adams (appendix D)

159.8 To receive an update from Angus Fire and Bentham Town Council's quarterly visit update.

Read out in full by Cllr Adams (appendix E)

Cllr MacEley-Young re-entered the room at 20:12

159.9 UK Shared Prosperity Fund Grant Funding Agreement for Ballroom Floor.

NOTED

160 To receive an update on the **Bentham Boost** and decide further action where necessary.

160.1 To consider the revised options appraisal (if received)

NOT RECEIVED

Options Appraisal is due back within 2 days, training courses arranged for November: AI masterclass, social media and marketing and first aid. Networking for businesses: Christmas wreath making workshop and Men's Pilates and Well-being check. Positive feedback from the networking event held at the beginning of October.

- 161 To receive **Reports from Councillors** who represent the Council on other bodies (for information only)
- NONE**

162 Items for next meeting **and minor items for information only:**

Change of staff payroll date authorised after monthly council meetings.

- 163 Dates of **next meeting:**
- Finance meeting: Monday 17th November 2025 7:00pm –
All councillors to be summoned.**
- Council meeting: Monday 1st December 2025 7:30pm**
Marketing and Development: Thursday 18th December 2025 7:30pm

Meeting closed to public at 21:23

- 164 To resolve 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, that the public and press be excluded further from the meeting, whilst items within **165** is considered:-

- 165 Staffing matters:**

- 165.1 To receive an update on the Town Clerk and RFO role with workload increase.

The Clerk gave an update on the role so far which has unexpectedly arisen with 22 hours overtime accruing during October.

RESOLVED: Council were reminded to ensure communications were respectful.

RESOLVED: Town Clerk and RFO role pay scale be increased to point 34 from 1st November 2025 when working 18 hours a week.

RESOLVED: Town Clerk and RFO role to be 26 hours a week from 1st January 2026, working days not to include weekends.

RESOLVED: Town Clerk and RFO work to be invoiced to Bentham Boost at £35 an hour to cover the Wages / PAYE / Pension and a small contribution for the TH facilities / minor consumables.

Meeting closed at (currently unknown)

C. Burrow

C Burrow

Town Clerk

Tuesday 18th November 2025

Appendix A

Please find your police report for Bentham Town Council meeting 03.11.25

We have had 20 incidents reported between 04.10.25 & 29.10.25

Reports Include General Police Admin, force, Safeguarding, Abandon calls, Suspect circumstances – persons on electric bike, ASB Personal, planned events – Drone flying ITV, Alarm sounding – False & Animal concern

4 reports - Concern for safety / welfare / missing person – joint partnership working

10.10.25 – RTC – 2 Vehicle – Bank Rise

17.10.25 – RTC - Single vehicle – Robin Lane

20.10.25 – Crime Violence

How to report speeding concerns - Speed Management Protocol

www.northyorkshire.police.uk/search?q=speeding+concern

North Yorkshire Community Messaging is a free email messaging service from North Yorkshire Police providing news and updates on policing matters that are relevant to you and your local community.

Sign up and receive email alerts about policing activity and initiatives in your local area as well as crime prevention advice and information. You will also have the opportunity to reply directly to your neighbourhood team and provide feedback via surveys.

www.northyorkshirecommunitymessaging.co.uk

Working to keep North Yorkshire a safe place to live, visit & work please visit

www.northyorkshire.police.uk.

Please report & suspect incidents at the time on 101, online or 999 if urgent.

Useful site re Crime and policing in England which allows you to search re incident recorded in your area www.police.uk.

Contact Information:

1 Ring 999 in an emergency or to report a crime in progress.

2 Ring 101 to report incidents or provide information.

3 Ring Crime Stoppers on 0800 555 111 to remain anonymous.

4 E-mail SNACraven@northyorkshire.police.uk

Appendix B

Clerk's Report October 2025 for November Council meeting

Rewording Bygone Bentham Signs and Welcome to Bentham signs
Border Floors booked in week commencing 23rd Feb- Ballroom blocked out for 2 weeks
Contacted SP plastering to accept damp proofing quote- may be December, to allow 1 week for entrance hall initially.
Defibrillator checks completed- to order 3 sets of new pads due to expire end of November
CB completed First Aid training CB continues to train in role as RFO
Request sent to NYC to enquiry road cleaning and weed control request by Cllr Burton.
Arranged meeting with Angus Fire – 28th October 6:30pm
Business case form for Butts Lane Asset Transfer – finished and submitted.
Open Spaces meeting, preparation and actions
Weekly play area inspections
Follow up email in regards to Springfield and Lakeber concerns from residents and council, requesting an on-site meeting, sent through annotated aerial pictures.
Follow up email requesting the street cleaning in Bentham from Waste Management.
Follow up email regarding the Robin Lane crossing, request for an updates assessment after previous one conducted in 2022, with Bowland View opening in June 2022.
One estimate arranged and received for Town Hall railings: approx £3,300
Updated meeting time tables on notice board.
Fire Extinguisher testing at Town Hall to take place Monday 27th October.
Communication from the CA regarding funding – the Council can claim Clerk hours back.
Contact from BBC regarding phase 2 – unable to contact him back.
Poppies for street lights arrived – to be erected 2nd November
Budget for next year working on CB and GA.
Updated job description for Clerk/RFO role.
Cemetery checks completed each week.
Request come in from Helen Williams regarding follow up meeting.
New red cable purchased ensure inline with regulations for the disabled toilet at Town Hall.
EL - applied for DBS as matter of good practice for play area inspections
Contact with MOP re concern over 2 trees at PHPF
Fire Extinguisher checks at Town Hall completed week beginning 28th October 2025
External roller shutter repaired by TB after damaged.
Customer viewed the Town Hall for large event potentially 2026.
Grants deadline of Friday 31st October 2025 - analysis ongoing.
Grant money from the Community Buildings YaNYCA received in account.
Payroll completed. Payments updated. Invoicing up to date.
Re-arrangement of bookings.
Arrangement of Cllr F Whittet interview with the BBC
Attendance of meeting with Angus Fire.
Continuation of collecting of quotes for:

- Muga
- Town Hall Railings
- Cross at Low Bentham green
- PHPF path
- Fire doors
- Notice boards
- Bygone Bentham trail

Open Spaces actions
CB continuing to work alongside the Bentham Boost co-ordinator, invoicing, to note the Bentham Boost payments are going to be delayed due to staff shortages at the CA.

Appendix C

Lakeber – There is outline permission which was granted. As yet not full application has been applied for as far as I am aware. Should this be the case Highways will be consulted and plans etc will be assessed accordingly with issues address at that time such as visibility splays. Conditions will be placed on the response such as A Construction Management Plan which will address such things as HGV routes etc.

Springfield – The main section of Springfield is predominantly a 6 metres wide carriageway which is very wide for a development similar. Yes there will be an increase in traffic but again in terms of the development when it starts they have conditions that they need to abide by for example the construction management plan.

With any development we inspect the sites and have regular contact with the developers which allows us to try and keep on top of any issues should they arise.

Highways Development and Adoption Engineer

Appendix D

Dear Mayor and Councillors Thank you for your letter advising that Bentham Council have declined to sign the NDA, enabling them to read the pre-release of the report. The purpose of the NDA was specifically for the benefit of Bentham Council and the Regulators, are all able to receive and read the report, prior to it going into the public domain. Cleaner Bentham considered this approach a responsible, empathic and considerate strategy not only is it a legally privileged document, but out of respect to the Council and residents of Bentham who may have suffered due to the severity of the pollution. The information in the report may raise public concern, and there is a need for it to be handled sensitively in terms of the concerns of local residents. The pre-release mechanism was designed to allow the Council to act in a sensitive considerate manner. The Council's decision therefore to decline to sign the NDA is therefore perceived to be reckless and irresponsible. As such Cleaner Bentham cannot support such an irresponsible course of action.

Yours Sincerely,

Directors of Cleaner Bentham Limited

I will circulate this to the council.

Have you any dates to suggest to the council for a meeting please?

Kind regards, Claire Burrow, Bentham Town Clerk

Sorry I should have been more clear. Other Departments have signed the NDA/Copyright and are getting a copy, they have taken this step as they recognise it is, a legally privileged document that future benefits the people of Bentham and any potential Criminal Prosecution(s) of Angus Fire, Angus Fire International Safety Group and/or Director(s) of those companies. The officers of Cleaner Bentham are in full agreement that we cannot move forward with a meeting without the councillors seeing the report and the only way to do that is for them to sign an NDA. Officers of Cleaner Bentham have done this also, meaning we can only discuss with others that have signed the NDA.

So, unfortunately we have to respectfully decline discussions with them on this matter.



Date: 3rd November 2025

Bentham Town Council

Dear Mayor, Deputy Mayor and Town Councillors

Firstly, it was a pleasure to host those of you that were able to make the time to visit the Angus Fire facility last week for a familiarisation overview and enable me to provide you with updates on the site containment, characterisation and corrective action/remediation activities.

Detailed below are the latest updates associated with those activities, being undertaken by our independent environmental consultants.

Containment

As communicated for the past few months, the stormwater treatment facility is fully commissioned and ready to operate. However, this is still not in use as we wait for the Environment Agency to complete its comprehensive assessment of our permit variation application and make its determination.

As you were able to see for yourselves, we continue to collect rainwater and surface water run-off in Intermediate Bulk Containers (IBCs) and we now have over 7.1million litres stored on site. This has increased significantly by ~0.6 million litres since last month's update.

Rainfall levels have increased significantly over the past couple of weeks and the increased demand for storage space means that we now have to store IBCs in the employee, visitor and customer car parks. This reduces the available spaces on site for them to use and, as previously indicated, will mean that employees will have to start to park on local roads.

We can only apologise in advance to local residents if this impacts them. Unfortunately, as we do not know when the Environment Agency will be able to make their decision on the permit application, we have no other viable option.

Characterisation

Characterisation activities that were started in July and ran through to September have been completed and we now await the results and findings from our independent environmental consultants and from the work that Dr Patrick Byrne/Liverpool John Moores University undertook on the River Wenning. These have been delayed due to capacity constraints at the laboratory used by them and we now expect to receive their findings later this month.

Angus Fire Ltd

Station Road, High Bentham, Nr Lancaster LA2 7NA UK • Tel: +44 (0)1524 264000 • Fax: +44 (0)1524 264180
Email: generalenquiries@angusuk.co.uk • Web: www.angusfire.co.uk

Registered office: Station Road, High Bentham, Nr Lancaster LA2 7NA UK • Registered in England No. 8441992
AF/LH/Bentham/06.13



FM 595473



EMS 576644



This work has been undertaken to determine the composition and levels of PFAS within the Lower Wenning water body relative to other sources. It will also identify the magnitude and location of groundwater baseflow to the River Wenning, as well as PFAS discharge levels associated with shallow groundwater.

Once characterisation is completed in 2026, we will understand the levels of PFAS on site and if they have had, or continue to have, an impact on the local environment. Action plans will then be drawn up with our environmental consultants, and in agreement with the Environment Agency and/or North Yorkshire Council on any corrective actions/remediation that may be required.

Corrective Action/Remediation

Our objective remains the same: as characterisation evolves and we become aware of matters that require immediate corrective action and/or remediation, then in agreement with the Environment Agency and/or North Yorkshire Council, we will look to implement.

As always, we will continue to keep the Environment Agency, North Yorkshire Council and the Bentham Town Council fully updated on our progress as we work hard to better understand and resolve these issues.

Yours faithfully.

Paul Williams
Managing Director

Angus Fire Ltd

Station Road, High Bentham, Nr Lancaster LA2 7NA UK • Tel: +44 (0)1524 264000 • Fax: +44 (0)1524 264180
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Meeting with Bentham Town Council and Angus Fire – Tuesday 28th October 2025 at 6:30pm

At Angus Fire

Present: Cllr Adams, Cllr Burton, Cllr Marshall and Cllr Taylor, Paul Williams, Ian Cotton, Michael Wright and Town Clerk C Burrow.

Storm water treatment plant is now fully optimised.

High resolution characterisation has been completed to understand the soil type and the hydrogeology.

PFAS baseflow on River Wenning has been completed, results to follow.

Work continues on the creation of a conceptual site map.

Angus Fire are currently storing 7.1 million litres of surface runoff/rainwater.

Environment Agency will run two public consultations regarding the permit to discharge, the first finished in August.