



BENTHAM TOWN COUNCIL

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Wednesday 27th August 2025

All Town Council Meetings are open to the Public and Press

Monday 1st September at 7:30pm 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.

The business to be transacted at this meeting is set out in the agenda below.

C Burrow

C Burrow
Town Clerk

AGENDA

86. To receive the **resignation** of Deputy Mayor Paige.

87. To **appoint** a Deputy Mayor.

88. Apologies from members unable to attend: -

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

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

89 Declaration of Interest: -

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

89.2 To approve dispensation requests – if dispensation request received.

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

91 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).

92 To **Confirm the Minutes** of the meeting on Monday 4th August 2025 as a true and accurate record.

93 To receive the **Police Report** & allow members to ask questions for information - If any.

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

95 To consider and comment upon **New Planning Applications:**

95.1 ZA25/27188/HH Householder permission for single storey rear extension, 19 Pye Busk Close, High Bentham, LA2 7BG,

95.2 ZA25/27213/HH and ZA25/27214/LBC Listed building consent for internal alterations to ground floor and first floor plans to create central hallway with living accommodation to either side, including new openings, moving stairwell to central hallway, raising of ceilings and first floors. Vaulting of internal first floor ceilings with installation of breathable insulation. Installation of heritage, conservation rooflights. Installation of inset matt black solar thermal and PV panels on rear (south facing) roof pitch. Rear, single storey, garden

room extension with associated extension of patio and relocation of modern garden retaining wall and associated landscaping. Demolition of existing side outshot porch/lobby with WC and detached stone and slate outbuilding and replacement with new single storey flat roofed, pavilion style, glazed link hallway to act as functional main entrance and as separation to adjoining proposed double garage with home office and guest accommodation in roof space above. Front west boundary wall to be raised with new automated gates at entrance. Moulterbeck House, Slaidburn Road, High Bentham, LA2 7LT

96 To receive and note the following Planning Decisions/Information

- 96.1 ZA25/26960/HH alterations and extension to dwelling house to enlarge existing garage and erect new garage, erection of ground floor rear extension with first floor extension/roof terrace and ancillary balcony enclosures/rear staircase and installation of rooflights and solar panels 3 Yew Tree Drive, Low Bentham, Lancaster **GRANTED**

97 Financial Matters:

- 97.1 To receive and note current bank balances; Unity current account as £33,377.40, the Public Sector deposit account balance as £85,000.00 and the Virgin current account as £36,019.12.
 97.2 To consider the invoicing of Town Hall bookings.
 97.3 To note the pre-authorised salary and pre-agreed contractual payments.
 97.4 To approve the payments.

98 To consider appointing Members to Committees for 2025-2026 and to agree a way forward:

- 98.1 Buildings
 98.2 Finance
 98.3 Open Spaces.
 98.4 Marketing and Development.

99 To consider appointing Members as Council Representatives for 2025-2026 and to agree a way forward:

- 99.1 Bentham and District Dementia Friendly Community (BDDFC)
 99.2 Bentham Area Refugee Support Group (BARSG)
 99.3 Bentham Environmentally Sustainable Town (BEST) – Cllr Paige
 99.4 Bentham Save a Life
 99.5 Dales Youth Club
 99.6 Looking Well/Bentham Community Library
 99.7 Victoria Institute – Cllr Paige

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

- 100.1 To receive an update on the cemetery extension and consider the CDS quote for the production of a detailed groundwater risk assessment report to assess the impact of proposed burials to the underlying groundwater table.
 100.2 To consider the Heads of Terms Lease of Goodenber Play area.
 100.3 To consider the solicitors fee to transfer Goodenber Play Area responsibility to Bentham Town Council at £1250+VAT.
 100.4 To consider the electricity for the Town Hall, the street lights and gas for the Town Hall energy quotes due to completion of the four-year fixed deal.
 100.5 To consider the transfer of Cleveland Square to Bentham Town Council (differed from last meeting)
 100.6 To consider the FOI policy with updates.
 100.7 To note Assertion 10 information circulated to council.

101 Staffing matters:

- 101.1 To consider which email correspondences received by the Clerk are circulated to councillors.
 101.2 To consider a monthly Clerk's report.
 101.3 To consider a timesheet for the Clerk and Assistant Town Clerk.
 101.4 To consider the Clerk's involvement with the Bentham Boost.

102 Buildings matters:

- 102.1 To consider the damp proofing quotes for the front of the Town Hall and the Wenningdale Room entrances.
- 102.2 To consider the quotes for the ballroom flooring and consider the addition of court linings.
- 102.3 To consider the Town Hall hiring terms and conditions with payment and cancellation terms.
- 102.4 To consider the purchasing and installation of a ring doorbell for the Clerk's office with the addition of a privacy film on the window.

103 Open Spaces matters:

- 103.1 To consider a course of action regarding the damage and mud at the Phillip Harvey Playing Field.
- 103.2 To consider the quote for the repair to the wet pour at the PHPF (if received).

104 Highway Matters to note and decide further action where necessary:

- 104.1 Excessive simultaneous road closures.
- 104.2 Viability of visibility splays.
- 104.3 White/yellow road lines on Main Street.
- 104.4 Highways signs.
- 104.5 Potential traffic easing methods Robin Lane and Main Street.

105 Matters requested by councillors:

- 105.1 To consider a request to re-surface and re-line the Grasmere car park – Cllr MacEley Young.
- 105.2 To consider purchasing a card machine for the Town Hall for hiring payments – Cllr Adams.
- 105.3 To consider speed activation signs for Bentham – Cllr Adams.

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

- 106.1 To receive an update from Angus Fire.
- 106.2 Request from MOP to contact shops on Main Street regarding appearances.
- 106.3 Request from MOP to contact North Yorkshire Council regarding unsafe hedgerow near the Fire Station.
- 106.4 Reply via Rt Hon Julian Smith from Richard Flinton, Chief Executive of North Yorkshire Council regarding the FOI in relation to the home to school transport policy.
- 106.5 Phillip Harvey Playing Field concern from MOP over behaviour on play area.
- 106.6 Request for meeting with Cleaner Bentham.
- 106.7 Highways request response (circulated)
- 106.8 To note the Greta Wood decision.

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

108 To receive **Reports from Councillors** who represent the Council on other bodies (for information only)

109 Items for next meeting **and minor items for information** only.

110 Dates of **next meeting:** **Finance: Monday 29th September 7:30pm Full: Monday 6th October 7:30pm**

111 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 **112** is considered:-

112 To consider staffing roles of the Clerk, Assistant Town Clerk and RFO.