



## BENTHAM TOWN COUNCIL

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### Minutes of Monday 2<sup>nd</sup> March 2026

**Present:** Cllrs Adams, Burton, MacEley-Young, Marshall, Stannard and Taylor

**Town Clerk:** C Burrow

**Bentham News:** 2

**MOP:** 7

**Cllr David Ireton**

#### **245 Apologies from members unable to attend: -**

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

**Cllr Whittet**

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

**APPROVED**

#### **246. Declaration of Interest: -**

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

**Cllr MacEley-Young 260**

**Cllr Stannard 251.1**

246.2 To approve dispensation requests – if dispensation request received.

**NONE**

#### **247 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 stated that they were aware the matter falls outside the Council's direct responsibility, however wished to raise concerns about the condition of the footpath outside Bentham Imaging and Millers Court.**

**They reported that an elderly woman in her 80s had fallen there a fortnight ago. Although she did not suffer any fractures, she was badly bruised and shaken. The speaker described the footpath as being in a dangerous condition and "an accident waiting to happen."**

**They acknowledged that responsibility for the pavement is shared between different property owners. However, they suggested that if the Council agrees the area is unsafe, it could consider writing to the relevant owners to highlight the concern and encourage them to work together to improve the condition of the footpath.**

**The area was noted as having heavy pedestrian use, particularly along the direct route between the Co-op, the Wednesday and Saturday fish van and Bentham.**

**Cllr Adams stated that the Council had been made aware of the incident prior to the public comment.**

**The matter had initially been placed on the agenda for the meeting but was subsequently removed, as the land in question is not the responsibility of Bentham Town Council.**

**He confirmed that the Council has been in private contact with the relevant landowner regarding the issue. As the matter involves third-party responsibility, that was all he wished to add at this stage, acknowledging that it remains an ongoing concern.**

**MOP2:** A member of the public raised ongoing concerns regarding bus services in Bentham, noting that they had written to all councillors but had not received a response. They highlighted the impact of limited services to Lancaster, describing it as the town's main hub and shared an example of a long-term Low Bentham resident who felt forced to sell their home due to the prospect of giving up their car and the inadequacy of local bus provision. While acknowledging that bus services fall under North Yorkshire Council, the speaker expressed frustration that Bentham appears to be overlooked. They compared the situation with Kirkby Lonsdale, which, despite being smaller and further from Lancaster, benefits from more frequent services supported by Lancashire County Council. The speaker urged the Town Council to put pressure on North Yorkshire Council to address what they described as an unacceptable situation. They requested that the Mayor be invited back to Bentham, accompanied by the Executive Member for Transport, the Head of Transport, relevant Transport Committee members and the local North Yorkshire councillor asking if the Town Council could host such a meeting.

**MOP3:** A member of the public spoke about the long-standing bus service issues in Bentham and highlighted serious consequences for residents, particularly those without access to a car. They explained that Bentham effectively operates as two separate areas, residents living in Low Bentham who do not drive face significant difficulty attending medical appointments. Appointments in High Bentham must be scheduled within a limited late-morning window to align with bus services, while appointments at Lancaster Royal Infirmary require patients to arrange their own transport. Hospital letters advise the use of public transport or support from family, friends or volunteers, but it was noted that volunteer capacity is insufficient. The speaker shared their own experience of cancelling appointments due to lack of transport, citing multiple recent hospital and GP visits, only some of which could be managed by bus. They described the situation as unacceptable, stressful and unsafe for vulnerable residents, with some forced to miss appointments or struggle to collect medication. They urged the Town Council to support the previous suggestion of hosting a public meeting to address the issue and to seek a fuller understanding of the scale and impact of transport difficulties on residents.

**MOP4:** A member of the public raised concerns regarding fire safety within the hall, specifically the repeated obstruction of fire extinguishers and fire alarm points by stacked chairs following events and coffee mornings. They noted that, despite regular reminders, chairs are frequently placed in front of fire safety equipment, creating a potential hazard. While acknowledging that such equipment is rarely needed, they stressed that in an emergency it must be immediately accessible. With the floor due to be resurfaced and new markings planned for activities such as pickleball, they suggested this would be an appropriate opportunity to add permanent floor markings indicating a clear zone in front of fire extinguishers and alarms to prevent obstruction. Cllr Adams proposed this for consideration by the Buildings Committee.

**MOP5:** A member of the public apologised for raising the issue of buses again but emphasised that it remains a major concern within Bentham, frequently discussed by residents. They welcomed the presence of Cllr Ireton from North Yorkshire Council and stressed that, although the Town Council does not have direct responsibility, it can represent residents' concerns more strongly to the principal authority. They supported the suggestion of inviting North Yorkshire representatives to a well-publicised public meeting so residents could express their views directly. They also noted that a stakeholder consultation is currently underway and suggested the Town Council should participate formally, alongside local community groups. The speaker reiterated that reduced bus services disproportionately affect elderly residents, those in poor health and young people, as well as limiting access to nearby towns such as Lancaster and Settle. They described the situation as unreasonable compared to other rural areas with more frequent

services and urged the Town Council to take action, assuring members that the community would strongly support such efforts.

248 To **Confirm the Minutes:**

248.1 Of the meeting on Monday 5<sup>th</sup> January 2026 as a true and accurate record.

**RESOLVED to accept and confirm the minutes of Monday 5<sup>th</sup> January 2026 as a true and accurate record.**

248.2 Of the meeting on Monday 2<sup>nd</sup> February 2026 as a true and accurate record.

**RESOLVED to accept and confirm the minutes of Monday 2<sup>nd</sup> February 2026 as a true and accurate record.**

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

**Read out in full by Cllr Adams (appendix A)**

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

**Read out by Cllr Ireton (appendix B)**

Cllr Ireton stated that the Council tax budget for the following year will be 4.99% for North Yorkshire, along with the Parish Council precept and the Mayoral budget.

Cllr Ireton noted the public comments regarding the bus services in and around Bentham, he will speak with the Mayor who is now responsible for the public transport.

Cllr Stannard questioned if the Little Red Bus could be re-established or a community service bus, Cllr Ireton suggested a community group could run the service.

Cllr Marshall commented that there are small minibuses parked during the daytime that could be utilised.

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

251.1 26/00369/REM Approval of reserved matters following outline application ZA23/24928/OUT for appearance and landscape for residential development Green Head Farm Cross Lane Low Bentham North Yorkshire LA2 7ES LA2 7ES

**RESOLVED to comment: C The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below:**

**The Council requests that the access, visibility splays, parking, turning areas and road construction meet the required highways standards and are built to the correct specification.**

251.2 26/00702/TPO Works to trees the subject of a Tree Preservation Order No. 2256-171 2008. Fell 1 no. mature pine tree situated adjacent to 20 Hillside. **APPLICANT IS BENTHAM TOWN COUNCIL.**

**NO COMMENT**

252 **Financial Matters:**

252.1 To receive and note current bank balances; Unity current account as **£56,337.15**, the Public Sector deposit account balance as **£85,000** and the Virgin current account as **£33,439.43**.

**NOTED**

252.2 To note the pre-authorised salary and pre-agreed contractual payments.

**NOTED**

## 252.3 To approve the payments.

### PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
355	GRPA	10/02/2026		01- Unity Trust Bank		HAGS GRPA Inspection	HAGS-SMP Ltd	S	65.00	13.00	78.00
356	Flooring	10/02/2026		01- Unity Trust Bank		Carpet Entrance	Peter Allen Flooring	S	41.67	8.33	50.00
357	Water Rates (TH)	10/02/2026		01- Unity Trust Bank		Waste water bill Town Hall	Waterplus	X	112.96		112.96
358	Gas (TH)	10/02/2026		01- Unity Trust Bank		Gas Invoice Town Hall	British Lite Gas	S	1,085.26	217.05	1,302.31
360	Cemetery Fees received	09/02/2026		02 Virgin Money		Memorial Plaque	The Sign Maker	S	185.79	37.16	222.95
361	BB - Administration	10/02/2026		01- Unity Trust Bank		Bentham Boost Street Space	Street Space	S	6,053.70	1,210.74	7,264.44
362	Landline & Clerk Mobile	24/02/2026		01- Unity Trust Bank		Mobiles	EE Mobile	S	71.74	14.35	86.09
363	Trade Waste (TH)	24/02/2026		01- Unity Trust Bank		Trade Waste	North Yorkshire Council	X	66.38		66.38
364	Servicing: Kitchen Appliances (	24/02/2026		01- Unity Trust Bank		Gas appliance safety checks	Pro Laundry & Catering Sei	S	435.00	87.00	522.00
365	Servicing: PAT / Fire (TH)	24/02/2026		01- Unity Trust Bank		PAT Testing	UK Safety Management	S	249.17	49.83	299.00
366	Electric Supply (street lighting)	24/02/2026		01- Unity Trust Bank		Electricity Street Lights	SSE SWALEC	L	237.39	11.87	249.26
367	Water rates (cemetery)	24/02/2026		01- Unity Trust Bank		Water supply cemetery	Business Stream	X	19.20		19.20
368	Water Rates (TH)	24/02/2026		01- Unity Trust Bank		water supply town hall	Business Stream	X	78.05		78.05
369	Internet	24/02/2026		01- Unity Trust Bank		Broadband and phone line	SKY	S	57.93	11.59	69.52
370	stationery	24/02/2026		02 Virgin Money		Printing, postage, stationery	Amazon	S	10.62	2.12	12.74
371	Town Hall Staff (TH) / Caretaku	27/02/2026		01- Unity Trust Bank		Salary		X	1,247.45		1,247.45
372	Town Hall Staff (TH) / Caretaku	27/02/2026		01- Unity Trust Bank		Salary		X	285.96		285.96
373	Clerk salary (admin)	27/02/2026		01- Unity Trust Bank		Salary		X	2,301.92		2,301.92
374	Clerk salary (admin)	27/02/2026		01- Unity Trust Bank		Salary		X	1,288.38		1,288.38
375	Bank Charges (admin)	02/03/2026		01- Unity Trust Bank		Service charge	Unity Trust bank	X	12.15		12.15
376	Maintenance at Town Hall (TH)	02/03/2026		01- Unity Trust Bank		Painting Town Hall	Barbara Rothwell	X	220.00		220.00
377	BB - Administration	02/03/2026		01- Unity Trust Bank		Bentham Boost Admin	Laura Davy Admin Solution	X	750.00		750.00
378	Cleaning and Sanitary Supplies	02/03/2026		02 Virgin Money		Baby change	direct365	S	150.95	30.19	181.14
379	PHPF (OS)	02/03/2026		01- Unity Trust Bank		Grass cutting	Kingsdale Projects	X	20.00		20.00
379	GRPA	02/03/2026		01- Unity Trust Bank		Grass cutting	Kingsdale Projects	X	10.00		10.00
379	Ballroom Floor	02/03/2026		01- Unity Trust Bank		Grass cutting	Kingsdale Projects	X	55.20		55.20
380	Ballroom Floor	02/03/2026		01- Unity Trust Bank		Remove ballroom flooring	Hargreaves Reclamation	S	1,430.00	286.00	1,716.00
381	BB - Administration	02/03/2026		01- Unity Trust Bank		Bentham Boost printing	Andrew's Print Shop	S	20.00	4.00	24.00
<b>Total</b>									<b>16,561.87</b>	<b>1,983.23</b>	<b>18,545.10</b>

## AGREED – Cllrs Marshall and Burton to authorise (staff names redacted)

### 253 Council/Staffing matters:

253.1 To receive the Clerk's report.

**NOTED (appendix C)**

253.2 To consider the Council Business Plan.

**RESOLVED to APPROVE with the amendments: clerking hours remain the same and remove 'intends to take ownership of Cleveland Square' to 'exploring options'.**

253.3 To consider the Winter Gritting Policy.

**RESOLVED to include the following areas: From Main Street down Station Road to the junction of Wenning Avenue:**

**From Main Street underneath Abbeyfield to the Medical Centre:**

**North of the pavement from Bowland View to Goodenber Road:**

**South of the pavement from Pye Busk to Victoria Institute:**

**Pavement up to the junction of Bowland View.**

**ACTION: Clerk to contact the Medical Centre to request advice as to how the majority of people attend, car or walking and the majority of access usage.**

**RESOLVED to change 'nominated councillor' to Chair/Vice Chair.**

**RESOLVED to ensure the Parish Caretaker has a risk assessment and method statement.**

**NOTED to ensure the Parish Caretaker as self-employed has his own insurance.**

**RESOLVED to include a map in the policy.**

253.4 To note the Assertion 10 checklist.

**NOTED**

253.5 To consider the ICO Model Publication scheme, to consider the charges for documents not available on the website.

**RESOLVED to AGREE the Publication scheme, with a charge of 50p per A4 copy with a minimum of £5.00 spending. Council noted that this required clerking time to process. Majority of information is available on the website or available by email; there will be no charge for these requests.**

253.6 To consider the draft Community Emergency Plan.  
**RESOLVED to ACTION Clerk to research emergency training for Council.**  
**RESOLVED to include the Clerk's mobile number as the top of the cascade.**

253.7 To note the new Public Safety Officer is in role.  
**NOTED – request a visit in May to meet the Council.**

253.8 To consider the quote for the dismantle of the tree at Phillip Harvey Playing Field.  
**RESOLVED to AGREE to the quote at £550 +VAT IF planning permission is granted.**  
**RESOLVED to request the homeowner pays for a new fruit bearing tree to replace the tree, post to be included.**  
**NOTED the Open Spaces committee would look at all those trees when they are visiting the PHPF as part of their annual parish walk around.**

253.9 To consider the updated Community Grant policy, application and monitoring form.  
**RESOLVED to alter to the Parish of Bentham rather than Low and High Bentham, include the use of social media, website and Bentham News to circulate the open application period.**  
**RESOLVED to include in the policy that the Council grants are not to be used for year-on-year expenditure for example wages as the grant is used for a project.**  
**RESOLVED to pay the grants in arrears as grants are for projects, grants will be paid on the production of invoices/quotes.**

254 **Bygone Bentham:**

254.1 To consider the quotes for the Bygone Bentham signage.  
**RESOLVED to AGREE to the quotations from Shelley at £2,395 + VAT for the 17 Bygone Bentham trail plaques.**  
**RESOLVED to REQUEST an example of the material of the plaques, to ensure anti-vandal and UV safe.**  
**RESOLVED to AGREE to four Welcome to Bentham signs at £2,235 + VAT.**  
**NOTED the Council was granted funding for this project from the UKSPF Bentham Business Boost pilot scheme.**

254.2 To consider a map style for the signage and use in leaflets.  
**RESOLVED to have the 3D map style, noted this map will be copyrighted to Bentham Town Council.**

254.3 To consider the wording on the large signs and the Bygone Bentham signs.  
**RESOLVED to await the Chair to edit and return to Clerk.**

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

255.1 To receive an update on the land transfer at Butts Lane.  
**RESOLVED request the measurements once again from the solicitors with exact sizing of the land.**  
**RESOLVED on the Head of Terms is written the Clerk's name, to be removed.**

255.2 To receive an update on Goodenber Road Play Area.  
**NOTED that the Goodenber Play Area committee are holding a public meeting in line with their constitution to close the charity, this will be held on Sunday 8<sup>th</sup> March.**

255.3 To receive an update on the Egerton Crossroads from Area5.  
**NOTED that North Yorkshire Council are going to update the road markings.**  
**RESOLVED to request to Highways Area 5 that all signs are facing the correct direction.**

255.4 To receive an update on the Victoria Institute defibrillator.  
**RESOLVED to move forward with the replacement PCB and transformer plug.**

255.5 To consider a piece in the Bentham News with updated prices for Town Hall.  
**RESOLVED to include in Bentham News, social media, website and notice board.**

255.6 To receive an update on the cemetery extension.  
**RESOLVED - Cllr Marshall to speak to the architect, not as much urgency to expand the burial ground now, await further information from the Open Spaces committee.**

255.7 To consider the sandblasting of the cellar gate of the Town Hall.  
**RESOLVED to request an invoice for payment towards the works.**

**256 Matters requested by councillors and Highways Matters decide on further action where necessary:**

256.1 Continuing road works in and around Bentham.

**NOTED that Robin Lane water works are split into 3 sections with dates for each section (see additional documents on website)**

**NOTED that Springfield B6480 road repairs are being monitored.**

256.2 Parking issues arising in Bentham.

**NOTED the increase of traffic wardens in Bentham issuing tickets.**

**NOTED the blocks on the pavement on Goodenber Road which have been removed.**

**257 Correspondence received, to receive and decide on further action where necessary:**

257.1 Speed camera information.

**NOTED that North Yorkshire Council have agreed to install fixed speed cameras within the county.**

257.2 Disabled parking bay Robin Lane.

**NOTED**

257.3 Public transport in and around Bentham.

**RESOLVED to ACTION Clerk to contact the Mayor of North Yorkshire regarding the buses, request the Mayor to return to Bentham and what can he do for Bentham?**

**RESOLVED to request a public meeting regarding the public transport in and around Bentham.**

**RESOLVED to ACTION Clerk to research what is available currently, specifically the on-demand service.**

**RESOLVED to research/request policy on transport available to the Royal Infirmary Lancaster for patients.**

257.4 New bus service on a Saturday.

**NOTED (see appendix D)**

257.5 Mewith Lane Highways issue.

**RESOLVED to pass on to Highways Area 5.**

257.6 Grasmere toilet block.

**RESOLVED to approach North Yorkshire Council to request what options are available to the Council?**

257.7 Sports Club letter to Council.

**RESOLVED explore options for providing the funds in a manner that enables the Playing Fields to achieve maximum value from the allocation.**

**RESOLVED the Council undertake a public consultation regarding the proposal to gift £50,000 of the monies from the sale of the Community Youth Building to the Playing Fields.**

257.8 Third release of Call for Sites.

**NOTED**

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

**NOTED that Cllr Stannard missed the Pioneer Projects AGM.**

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

259.1 To consider the erection of flags on Main Street designed by community groups in pre-existing holders.

**Bentham Boost Team are using available funding to enhance the appearance of Main Street and Station Road in Bentham. A proposal was outlined to refurbish the old Christmas tree hangers by wire brushing, painting, and cleaning them. These would then be used to display flags representing community organisations in Bentham and the surrounding parish. Local organisations will be invited to participate. Pricing for the flags has been obtained, and a decision is still required on whether the flags will be flexible (“floppy”) or rigid.**

**RESOLVED Council AGREED to support the project.**

260 **Council Items for next meeting and minor items for information only.**

**Cllr Adams read out the update from Angus Fire in full (appendix E)**

**Request that relevant utilities and service providers, including BT Openreach and Yorkshire Water, be asked to provide an update on their planned works for the coming month. These could then be circulated so that any upcoming works are known in advance.**

**Report of member of public falling on Grasmere car park.**

261 **Dates of next meeting: Council meeting: Monday 13<sup>th</sup> April 2026 7:30pm  
Annual Parish Meeting: Monday 27<sup>th</sup> April 7:00pm**

**Finance Committee: Tuesday 28<sup>th</sup> April 7:30pm tbc  
RESOLVED to change to Wednesday 25<sup>th</sup> March 7:30pm**

262 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 263 - 265 are considered:-

263 To consider the cemetery records; electronically and paper based.

**RESOLVED to note in cemetery records that column Z has historical issues which are unable to be rectified by the Council.**

**RESOLVED the Clerk to continue inputting burial certificates into electronic records when time allows and the cremations, when known are inputted into electronic records and names are added to the paper-based register. Interred ashes that have an unknown location are noted within records as being ‘unknown location’.**

264 To consider staff contracts up dated to green book terms.

**RESOLVED TO AGREE Caretaker and Cleaner contracts.**

265 To consider the Clerk’s appraisal.

**RESOLVED – Cllr Adams is waiting feedback from the YLCA regarding the timing of the Clerk’s annual appraisal due to extra responsibility in November and pay increment.**

*C Burrow*

**C Burrow  
Town Clerk and RFO**

## Appendix A

Please find your police report for Bentham Town Council meeting 02.03.26

We have had 54 incidents reported between 30.01.26 & 26.02.26

Reports Include General Police Admin, Other police force enquiry, Safeguarding, abandon/hoax calls, Domestic dispute, Firearm checks, alarm sounding – false, online theft, Theft of parcel, Suspect vehicle – Slaidburn, concern for welfare – checked in order, Road Related Offence – documents, ASB Nuisance/personal & Crime Violence/Concern for welfare/safety /missing persons/criminal damage – joint partnership working,

06.02.26 – RTC – 2 vehicle – Robin Lane

20.02.26 – Auto Crime – theft of boots – Mayfield Road

20.02.26 – Theft of vehicle number plates – Low Bentham

25.02.26 – Theft of vehicle keys

How to report speeding concerns - Speed Management Protocol

[www.northyorkshire.police.uk/search?q=speeding+concern](http://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](http://www.northyorkshirecommunitymessaging.co.uk)

Working to keep North Yorkshire a safe place to live, visit & work please visit [www.northyorkshire.police.uk](http://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](http://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](mailto:SNACraven@northyorkshire.police.uk)

Kind Regards

Jayne

PCSO Jayne Grace

Collar number 5561

Dedicated Safer Neighbourhood PCSO

Settle Ingleton & Bentham area

North Yorkshire Police

101

## Appendix B

**Good progress continues with the Kex Gill realignment project, with several key activity now underway. As we enter the final stages of the scheme there will be some temporary restrictions on both eastern and western end of the existing A59.**

**North Moor Road will be closed for eight weeks at the junction of the A59 from today March 2nd and a section of the A59 will be controlled by two-way traffic lights adjacent to this junction for the same period  
Two-way traffic light will remain on Blubberhouses bridge (A59) until mid-May  
Church Hill will be closed at the junction of the A59 for a period of eight weeks to allow the new layout to be constructed, currently scheduled for early May  
Finally, overnight road closures will be needed towards the end of the scheme to allow final surfacing to be installed at each of the two tie-ins**

**Landscape and environmental improvements are a key part of the Kex Gill realignment project with more than 12,700 native trees and shrubs being planted across the site.  
The planting has been carefully designed to suit this exposed upland location and to enhance biodiversity. Native species typical of the local area have been selected to reflect the range of habitats found on site, including mixed and wet woodland, open moorland and upland pasture.  
A variety of wildflower meadow seed mixes are also being used, matched to local soil conditions. These will support pollinators, helping to create healthier habitats for birds and mammals.  
The scheme has been designed to respect and enhance the surrounding Nidderdale National Landscape (Area of Outstanding Natural Beauty), using local materials and traditional features such as stone cladding, drystone walling and carefully reinstated watercourses**

## Appendix C

### Clerks report February 2026 for March 2026 meeting

From Buildings committee meeting:

- Contacted sandblaster for cellar gate- has offered to do this for free.
- Town Hall painting/decorating schedule created (last 2 years, and plan for next year).
- Decorator visited town hall to look at/price various jobs. Will price for repaint WDR, will repaint WDR entrance door after render/plaster works, and WDR stairs after BR floor. Will return soon to paint foyer.
- Electric grill for ballroom kitchen has been delivered. Contacted gas engineer to arrange gas cap off and make safe- awaiting confirmation. **Need a commercial gas supplier.**
- Quotes requested for electrical works in Town Hall.
- Contacted Stannah again for price for retrofit of lift controller- still heard nothing back.
- Missing gutter end replaced by contractor. Will return for roof works later in year.
- Caretaker will put fewer paper towels in holders.

Town Hall: PAT testing completed. Lower hall kitchen shutter inspection- awaiting date.

Weekly play area checks- fence blown down at GPA reported to Yorkshire Housing 3 times, by telephone and email with photos. **Reported once again via email 23/02/2026**

HAGS inspection on both play areas- reports received.

Contact again with company who supplied roundabout at Goodenber play area. Follow up with Goodenber play area association re. charity closure and funds.

Contact with cemetery architect, awaiting quotes from 2 other companies for groundwater risk assessments.

Contacted EA to find out how long the risk assessment is valid for once carried out- no time limit at present but architect is concerned this could change in time. Checked legislation for ashes burial- also 30m from watercourse.

Architect planning with the usable space for the burial plots.

New 2026 leaflets ordered for TIP, clear out of out of date leaflets.

Commenced scanning in cemetery documents for scribe.

Extension for comments requested for 26/00369/REM from 1<sup>st</sup> March to 3<sup>rd</sup> March – **RECEIVED.**

Reported to police and parking enforcement- truck and pallets on double yellow lines/pavement on Goodenber rd. Requested by Cllr Stannard. **Emailed the company – moved the pallets and the vehicles. Flatbed truck was ticketed at least twice.**

Community Emergency Plan drafted. Contact from the Safer North Yorkshire regarding new Public Safety Officer after seeking advice from them regarding the CEP. Contact from Angus Fire regarding the CEP – happy with wording in industrial accident mitigation section.

Contacted Funeral Directors regarding column Z; **returned they have the same records, reported who they think the stone masons were.**

Visit to Hillside Road, Low Bentham after report of unsafe tree. Tree surgeon contacted, looked, created quote to dismantle. Tree is in PHPF with a TPO, planning permission application completed, awaiting further information and to be considered at Full Council.

Research into Council being the charity trustees of GRPA.

Holidays worked out of staff, hours remaining communicated. Holidays booked in for February and March of staff, two members of staff request to carry over holidays. Clerk's holiday entitlement tricky to work out due to fluctuations in hours in contracts. Relief caretaker booked in to cover.

Winter gritting policy drafted.

Communication with Hargreaves and Border Floors over the Ballroom floor.

Appraisals of Caretaker, Cleaner and Deputy Clerk booked in for March, staffing committee to conduct the Clerk's Office printer now obsolete: moved to archive and old cartridges boxed up to be returned for recycling.

Caretaker and Cleaner contracts updated to Green book terms, refer to staffing. Chair looking at Clerk's.

Added the FOIs previously received to the Council website.

AGAR Assertion 10 checklist completed – see agenda papers, Council require a model publication scheme ICO model publication – old publication scheme out of date – due to most items being available on website for transparency. The IT policy must be reviewed annually in line with the new assertion 10 on the AGAR.

Clerk attended two Scribe end of year training sessions, to be prepared.

Clerk using an hours tracker app on phone each week.

School end of year production booked in for July – WI been asked to relocate or move day. A further production to raise money for local charity provisionally booked in.

Four invoices overdue – chased up. Invoices sent out again. **Now 3 paid. One customer no longer booking in – still outstanding.**

Gas and Electricity meter readings inputted for British Lite Gas.

Cemetery work completed – new burial Garden waste sticker attached – first pick up 11<sup>th</sup> March, garden waste now overflowing, MOPs to use normal bin.

Continuing to scan in burial certificates. Continuing to scan in cremation certificates and add into records.

Complete research/quote/designs on Bygone Bentham

Redrafting of the grants policy and process/procedures, with new application form and monitoring and reporting form, see agenda papers.

Border Floors coming for visit on Thursday 26<sup>th</sup> or Friday 27<sup>th</sup> Feb, assessing once removed. Skirting boards if removed will be ruined, a beading may be needed around the skirting.

Hargreaves arriving at 8am on Wednesday 25<sup>th</sup> Feb to remove flooring. Clerk to be here.

### **Bentham Boost:**

Clerk attended the Boost meeting on 3<sup>rd</sup> Feb as RFO.

Administrator for Bentham Boost contract been altered due to working hours of 7 hours per week – needs to be signed.

Phase 2 funding contract signed – awaiting paper work for claim backs and progress reports. **Still awaiting – RFO concern over lack of inability to claim back – requested from CA.**

Update from Street Space: school contacting, postcards printed, visit on Monday 16<sup>th</sup> Feb, Engagement Plan created. On social media.

YLCA inputted – document Bentham Business Boost overview, JD, contract and task and finish terms

Meeting with Boost team – Tues 17<sup>th</sup> Feb - ACTION Clerk - Insurers contacted concerning flags, go through Council, BB Administrator drafted letters of agreement and call for support.

## DalesBus 80



## Lancaster - Ingleton - Ribbleshead - Hawes

Summer Saturdays from 4<sup>th</sup> April until 17<sup>th</sup> October 2026

Lancaster Bus Station	0900	1530	Hawes National Park Centre	1105	1725
Caton Medical Centre	0912	1542	Hawes Market Hall	1108	1728
Hornby Station Road	0920	1550	Ribbleshead Station Inn	1128	1748
Wray Proctors Farm	0924	1554	Ribbleshead Station <i>arr.</i>	..	1750
Wennington Railway Station	0928	1558	Ribbleshead Station <i>dep.</i>	..	1752
Low Bentham Punch Bowl	0933	1603	Chapel-le-Dale Hill Inn	1135	1758
High Bentham Bentham Club	0937	1607	White Scar Cave	1140	1803
Rivers Edge Park	0942	1612	Ingleton Community Centre <i>arr.</i>	1148	1811
Ingleton Community Centre <i>arr.</i>	0948	1618	Ingleton Community Centre <i>dep.</i>	1150	1815
Ingleton Community Centre <i>dep.</i>	0955	1625	Rivers Edge Park	1155	1820
White Scar Cave	1000	1630	High Bentham Bentham Club	1200	1825
Chapel-le-Dale Hill Inn	1005	1635	Low Bentham Main Street	1203	1828
Ribbleshead Station <i>arr.</i>	1015	..	Wennington Railway Station	1208	1833
Ribbleshead Station <i>dep.</i>	1025c	..	Wray Proctors Farm	1211	1836
Ribbleshead Station Inn	1027	1643	Hornby Station Road	1215	1840
Hawes Market Place Board Inn	1045	1701	Caton Medical Centre	1223	1848
Hawes National Park Centre	1050	1705	Lancaster Bus Station	1235	1900

Yorkshire Dales Explorer train *arr.* Ribbleshead 1018

Yorkshire Dales Explorer train *dep.* Ribbleshead 1805

c = this journey will wait up to 10 minutes after scheduled departure time in the event of a delay to connecting train

DalesBus 80 is operated by Lonsdale Buses  
as part of the DalesBus network managed by Dales and Bowland Community Interest Company  
with financial support from Lancashire County Council and York & North Yorkshire Combined Authority.





Date: 2<sup>nd</sup> March 2026

Bentham Town Council

Dear Mayor, Deputy Mayor and Town Councillors,

Firstly, we are looking forward to welcoming you to the Angus Fire facility tomorrow, where we will continue to provide you with further updates on the containment, characterisation and corrective action/remediation activities that have already taken place or that we have planned for 2026. I have summarised below the work being undertaken, including by our independent environmental consultants.

#### Containment

We continue to collect rainwater and surface water run-off and now have over 9.0 million litres stored on site. Weather conditions over the coming months will determine how much this level increases, but the management of such large volumes of stormwater continues to be a significant and ongoing challenge for the business.

As previously communicated, our stormwater treatment facility is fully commissioned and ready for use. However, until the Environment Agency completes its assessment of our permit variation application and makes its final determination, we are unable to discharge any processed water.

#### Characterisation

Characterisation activities are ongoing, with several projects continuing from last year, in addition to new initiatives commencing in 2026. These include a PFAS mass flux in groundwater study, a targeted unsaturated zone transport investigation and a targeted bedrock investigation. The results from these extensive workstreams will be communicated to the relevant authorities during 2026.

Once the characterisation activities have been completed, our environmental consultants will propose any corrective actions/remediation activities required in agreement with the Environment Agency and/or North Yorkshire Council.

#### 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.

We fully recognise the concerns of the Bentham community, and we will continue to do our best to resolve these matters as quickly and as expediently as we can, and within regulatory constraints.

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#### Angus Fire Ltd

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AF/LH/Bentham/06.13



FM 595473

EMS 576644



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

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