



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 the Full Council Meeting: **Monday 2nd June at 7:30pm, Lower Hall, Bentham Town Hall**

Present: Town Clerk: Cllrs Adams, Burton, Paige, Marshall, Stannard and Whittet

Town Clerk: C Burrow

Assistant Town Clerk: E Langan

Bentham News

MOP: 1

26. Apologies from members unable to attend: -

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

Cllr Taylor

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

AGREED

27 Declaration of Interest: -

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

NONE

27.2 To approve dispensation requests – if dispensation request received.

NONE

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

RESOLVED: Council to consider in a closed session (Item 45).

29 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).

NONE

30 To Confirm the Minutes of the meeting on Monday 12th May 2025 as a true and accurate record.
RESOLVED: that the minutes from Monday 12th May 2025 be signed as a true and accurate record.

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

32 To receive a Report from NYC Councillor (for information only) - If any
Read out in full by Cllr Adams (appendix B).

33 To Review the Council's Required Documents

33.1 Risk Assessment.

RESOLVED to ACCEPT changes including: to adopt a Freedom of Information policy, to introduce use of an encrypted portable hard drive, to include requirement for Funeral

Directors to be members of the National Association of Funeral Directors with 6 month grace period for those who are not already members, to update wording of cemetery memorial inspection, to update Tourist Information Point in line with new unmanned opening.

33.2 Media and Press Policy

RESOLVED to adopt the policy as written.

34 To consider and comment upon New Planning Applications:

- 34.1 ZA25/26942/REMVAR Land To Rear Of Former Bank , Station Road, High Bentham, North Yorkshire, LA2 7NJ. Section 73 application to vary condition no 1 (Approved Plans) of reserved matters application 2020/22150/REM for alteration to hard surfacing to parking area (retrospective).

NO OBJECTION- NEUTRAL

35 To receive and note the following Planning Decisions/Information:

- 35.1 11 Holme Park: Rear extension. **Granted.**

NOTED

- 35.2 Sunny Bank Farm: Conversion of barn to form single dwelling and works. **Granted and Listed Building Consent.**

NOTED

- 35.3 The Grange: **Granted**

NOTED

- 35.4 Rannerdale: Erection of two storey and single storey extension: **Granted**

NOTED

36 Financial Matters:

- 36.1 To receive the Council's insurance renewal quote (if received)

RESOLVED to ACCEPT initial insurance quote, Clerk to liaise with Mayor and Deputy Mayor regarding the Engineering Inspection policy which is outstanding and for them to approve if satisfied with the quote.

- 36.2 To receive and note current bank balances; Unity current account as **£83,519.13**, the Public Sector deposit account balance as £85,000.00 and the Virgin current account as £35,617.95.

NOTED

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

NOTED

36.4 To approve the payments.

Date	Order	Status	Tender	Invoice Date	Invoice Number	Supplier	Description	Total	Net	VAT
30.05.2025	452	Outstanding	ONLINE	03.05.2025	1407	Kingsdale Projects	Grass cutting	£3,473.52	£3,473.52	£0.00
30.05.2025	451	Outstanding	ONLINE	29.05.2025	490098289	North Yorkshire Council	Trade Waste	£0.95	£0.95	£0.00
28.05.2025	450	Paid	ONLINE	08.04.2025	490089583	North Yorkshire Council	Trade Waste	£66.38	£66.38	£0.00
28.05.2025	449	Outstanding	ONLINE	30.04.2025	458	Elkerlodge Services Ltd	Locum RFO	£594.00	£495.00	£99.00
28.05.2025	448	Paid	ONLINE	16.05.2025	9008392101 / 7914713	Business Stream	Water	£74.31	£74.31	£0.00
28.05.2025	447	Outstanding	ONLINE	22.05.2025	1276	Fireproofing	Fire proof curtain	£630.00	£525.00	£105.00
28.05.2025	446	Outstanding	ONLINE	14.05.2025	930500	Duxbury	th exp	£2.99	£2.49	£0.50
28.05.2025	445	Outstanding	ONLINE	27.05.2025	10511	Scribe	software scribe	£812.16	£676.80	£135.36
28.05.2025	444	Outstanding	ONLINE	23.05.2025	2478469-0	SKY	Internet	£65.94	£54.95	£10.99
28.05.2025	443	Paid	ONLINE	30.05.2025	May		Salary	£1,160.61	£1,160.61	£0.00
28.05.2025	442	Paid	ONLINE	31.05.2025	May		Salary	£1,080.35	£1,080.35	£0.00
28.05.2025	441	Paid	ONLINE	31.05.2025	May		Salary	£263.10	£263.10	£0.00
28.05.2025	440	Paid	ONLINE	31.05.2025	May		Salary	£1,218.60	£1,218.60	£0.00
25.05.2025	439	Paid	ONLINE	05.05.2025	375688461/25	Total Energies	Electricity at Town Hall	£723.67	£603.06	£120.61
25.05.2025	438	Outstanding	ONLINE	16.05.2025	9008392101 / 7914713	Business Stream	Water	£28.30	£28.30	£0.00
24.05.2025	437	Outstanding	ONLINE			Clearglass Cleaning	Window Cleaning	£120.00	£120.00	£0.00
24.05.2025	436	Paid	DIRDEBIT	07.05.2025	2846485	SSE SWALEC	Unmetered Electric Supply	£277.80	£264.57	£13.23
24.05.2025	435	Outstanding	DIRDEBIT	20.04.2025	203047802724	1&1 Ionos	Internet	£33.64	£28.03	£5.61
19.05.2025	434	Paid	DIRDEBIT	11.05.2025	V02346862812	EE Mobile	Mobiles	£59.69	£49.74	£9.95
22.05.2025	433	Paid	DIRDEBIT	07.05.2025	wp-INV09158035	Waterplus	Water Rates	£124.47	£124.47	£0.00
22.05.2025	432	Outstanding	ONLINE	28.04.2025	10099	Scribe	software scribe	£331.20	£276.00	£55.20
08.05.2025	431	Paid	ONLINE	30.04.2025	mar	NEST	Pension	£126.76	£126.76	£0.00
14.05.2025	428	Paid	ONLINE	22.04.2025	2414468-0	SKY	Internet	£65.94	£54.95	£10.99
13.05.2025	426	Paid	ONLINE	05.04.2025	q4	HMRC	HMRC PAYE etc	£2,588.11	£2,588.11	£0.00
02.06.2025		Outstanding	ONLINE	02.05.2025	SI-5225	PYRO	Fire Door Survey	£816.00	£680.00	£136.00

APPROVED- Cllrs Burton and Marshall to authorise (staff names redacted).

37 Matters requested by Councillor:

37.1 To consider a quarterly Bentham Town Council newsletter (Mayor Adams).

RESOLVED to NOT have a Council newsletter however to utilise the Bentham Town Council website and Facebook page as events occur to inform public, inform the Bentham News more frequently.

38 To consider the cemetery prices, due to the requisite collection of four council members requesting a re-consideration.

RESOLVED to accept the suggested reduced prices (appendix C).

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

39.1 To note the **Public Meeting: PFAS & Environmental Concerns** is on **Tuesday 17th June 5:30pm** in the Ballroom, Bentham Town Hall.

NOTED questions from the public were sent to North Yorkshire Council in May.

39.2 To receive an update on the cemetery extension (if received)

Clerk and Cllr Marshall updated Council on the architect's progress, who is currently collating information to present to the council.

39.3 North Yorkshire Council's Home to transport policy FOI update.

Read out in full by Cllr Adams (appendix D).

RESOLVED for Clerk to contact Sir Julian Smith and Cllr David Ireton to express Bentham Town Councils disappointment at the reply from North Yorkshire Council.

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

40.1 Request to review the mowing regime within the Parish.

RESOLVED to budget for 2026/2027 for wild flower areas in Bentham

40.2 To receive an update from Angus Fire.

Read out in full by Cllr Adams (Appendix E)

40.3 Grants for Heritage work in Bentham.

NOTED that leaflets are in the Tourist Information Point for members of public to take

40.4 Thank you letter from Ingleton and Bentham Twinning group.

Read out in full by Town Clerk

40.5 Yorkshire Water communication.

Read out in full by Cllr Adams addressing question from the Mayor (Appendix F)

40.6 FOI requests.

NOTED that these would require additional Clerking hours.

- 41 To receive an update on the **Bentham Boost** and **decide further action where necessary:**

41.1 To consider a vacancy notice for the role of Co-ordinator.

RESOLVED Clerk to place an advert in the Bentham News to advertise the vacancy for the role of Co-ordinator when agreed to by the Bentham Boost team.

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

Cllr Adams- Aid in sickness- attended an intermediate meeting regarding an update on grants received.

- 43 Items for next meeting **and minor items for information** only.

The Council received an invite from the Low Bentham Victoria Institute for their open day.

A new pothole on Springfield to report.

The Town Hall clock has been fixed.

The Philip Harvey Playing Fields drainage issue is being investigated.

The transfer of Goodenber Play Area to Bentham Town Council is moving forward.

A meeting with Cleaner Bentham to be arranged at their request, Council suggest to have the meeting after the Public Meeting: PFAS & Environmental Concerns, on Tuesday 17th June.

- 44 Dates of **next meeting: Council meeting: Monday 7th July 2025 7:30pm**

- 45 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 **46** are considered:-

CLOSED the meeting to public and press 21:19

- 46 **Staffing matters:**

46.1 To consider updating the pay scales of staff according to contracts.

RESOLVED TO AGREE to updated pay scales of Clerk and Assistant Town Clerk.

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

RESOLVED to ACCEPT M MacEley-Young into the role of Councillor.

Meeting closed at 21:56

E Langan

E Langan Assistant Town Clerk

Wednesday 4th June 2025

Appendix A

Please find your police report for Bentham Town Council meeting 02.06.25

We have had 25 incidents reported between 11.05.25 & 30.05.25

Reports Include General Admin from other Police force, Safeguarding, Abandon call, parking Lakeber Avenue, crime sexual, Abandon vehicle

4 Reports - Concern for safety/welfare – checked in order

4 Reports - Crime Violence/domestic dispute/criminal Damage

11.05.25 – ASB Nuisance/Harassment

12.05.25 – ASB Personal

18.05.25 – Suspect vehicle & persons – Butts Lane – Checked in order

22.05.25 – RTC – Single vehicle

30.05.25 – Suspect persons & Vehicle – Auction Mart

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

Kind Regards

Jayne

PCSO Jayne Grace

Appendix B

Funding

We are expecting the Government to make some announcements about its comprehensive spending review in mid-June and at the same time to announce how they are going to be funding Local Government over the next few years. As, we have some real concerns about how this may play out for North Yorkshire with little available funding for Local Government and the Government likely to prioritise other parts of the country over North Yorkshire.

Local plan

One of the most important policy documents that the council produces is the Local plan

it sets out the policy framework including outline sites for housing and business development for nearly the next 20 years. We have recently launched the first public consultation on the local plan asking for the public's views around how development should take place over the next two decades. The local plan always carries considerable interest and strong views from parts of our communities. This will be heightened this year because of the Government requiring that North Yorkshire must build more than 4,000 homes a year, the local plan will set out how this is to be achieved. The strategy within the local plan will also look at how to protect and enhance our landscape and the historic heritage of the county as well as looking at how issues such as climate change and the development of healthy communities can be achieved.

Appendix C

Service	Bentham Town Council	Recommended Prices	Ingleton & Skipton Cemeteries	Settle Community Cemetery	Lancaster City Council Cemeteries	Westmorland and Furness Council Cemeteries
Single Grave (5ft)	£265.00	£1100 Clerk and RFO rec: £800	£1200 (Full grave 30 years)	£530 (plus £75 council fee)	£434-494	£850
Double Grave (7ft)	£365.00	£1590 Clerk and RFO rec: £1000	£2,488 (30 years)	-	£987	-
Reopening (7ft)	£185.00	£250	-	-	-	-
Headstone Fee	£130.00	£195	£234 (incl. first inscription)	£205	£153	£157
Additional Inscription	£39.00	£50.00	-	£75	£51	£57
Ashes Interment	£67.50	£200	£199	£175	£213	£255
Wall Plaque & Space on Memorial Wall	£220.00	£400	-	-	-	-
Space on Memorial Wall	£150.00	£225	-	-	-	-
Interment of Child	-	£350 (claim back)	£381- £1,120 (fee claimed back from Children's Funeral Fund)	16 and under: free	Free (under 1 year), £261 (1-16 yrs)	£400 (1 month to 17 years) (Claimed back from CFF)
Interment of Adult	-		£950 (earthen grave)	-	£882 (over 16 years)	£885
Out-of-Area Fee	-	1 ½ times more	-	Double fees	Double fees	Double fees

Appendix D

Thank you for your Freedom of Information Request 202404835 dated 10/03/25 requesting information about cost of school transport.

Further to your email please find the Council's response below:

Your Request:

information regarding the cost of school transport:

1. The total cost incurred by North Yorkshire Council for transporting pupils from Bentham to Settle College for the academic year 2023/2024.
2. The total cost incurred by North Yorkshire Council for transporting pupils from Bentham to Queen Elizabeth School (QES) for the academic year 2023/2024.
3. The projected cost savings, if any, for pupil transportation from Bentham to Settle College and Bentham to QES for the following academic years: o 2024/2025 o 2025/2026 o 2026/2027 We would appreciate it if this information could be provided in an electronic format

North Yorkshire Council's Response:

Question 1

Information not held. In 2023/24 the 942C contract served High and Low Bentham into Settle College. However, we are not able to isolate the costs for transport from Bentham alone as there were other pick up points on the route.

Question 2

951C High Bentham to QES

956C High Bentham/Low Bentham to QES

Information not held. During 2023/24 the above services served Bentham to QES and formed part of a larger contract 910C. That contract was made up of 7 services in total which was submitted at the point of procurement as a combination contract by the bidder. We are therefore not able to provide an isolated cost for 2023/24 for the services listed above.

However, even if the contracts were submitted as standalone contracts rather than part of a combination we would still not be able to isolate the costs for transport from Bentham alone as there were other pick up points on the route.

Question3

Information not held. Whilst the Council has identified potential total savings associated with the implementation of the revised Home to School Travel Policy it has not produced projected savings associated with either individual schools and / or individual routes. This includes in respect of Settle College or the route from Bentham to Queen Elizabeth School.

Please find attached the Council's information governance appeals procedure for your information. Please remember to quote the reference number above in any future communications.

Kind regards

Environment Directorate Support Team

North Yorkshire Council
Environment Directorate
County Hall
Northallerton
DL7 8AD

Telephone: 0300 131 2131

Email: environment.contactus@northyorks.gov.uk

Web: www.northyorks.gov.uk

Appendix E



Date: 2nd June 2025

Bentham Town Council

Dear Mayor, Deputy Mayor and Town Councillors

We are still waiting for the Environment Agency to conclude their comprehensive assessment of our permit application, as our stormwater treatment facility has been fully commissioned for several weeks and is ready to start treating stormwater.

We remain in regular contact with the Environment Agency, but are not able to move forward until they conclude their assessment and confirm that our application is acceptable, or whether further steps will be required before the Agency grants us a permit to operate the treatment facility.

The latest updates (aligned to our strategy of 'Containment, Characterisation and Corrective Action/Remediation') are as follows:

Containment

We continue to collect stormwater run-off, with the recent return of much wetter weather adding to the volumes already stored in intermediate bulk containers (IBCs) and large storage tanks at the Angus site.

Characterisation

Our Environmental Consultants have completed their initial investigation of the redundant borehole on the Angus Fire Site. This borehole has never been used for drinking water.

You will recall that PFAS had been detected in the well. The finding from the Environment Consultants is that any contamination of the aquifer is "unlikely", due to the characteristics of the well and surrounding bedrock. Further investigations will continue, but this should be read as very good newsⁱ.

Corrective Action/Remediation

Our objective remains that, as we become aware of matters that provide clear guidance on corrective actions/remediation, and 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 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
Email: general.enquiries@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



ISO 9001



ISO 14001

ⁱ The relevant extracts from the Environmental Consultant's report are copied below:

"The occurrence and distribution of PFAS in the former abstraction well at Angus Fire have been investigated using borehole drilling and hydrogeological records, downhole CCTV and geophysical logging techniques, and depth discrete water sampling".

"CCTV and geophysical logging indicate >50% of the well screen is incrusting with mineral precipitates impeding groundwater flow into and through the well. The water level within the well extends approximately 15 m above the well screen, creating two zones of stagnant groundwater within the well. As such, the distribution of PFAS concentrations within the well does not represent in situ conditions within the bedrock aquifers".

"The mechanism(s) by which PFAS entered the well is inconclusive. However, a pathway involving PFAS transport via permeable geological strata is unlikely given the presence of several clay-rich/mudstone layers (aquitards) between remote, potential sources of release at ground surface and the section of well screen receiving groundwater flow from the aquifer (41 to 43 m bgl). PFAS may have entered the abstraction well by short-circuiting natural hydrogeological pathways".

Angus Fire Ltd

Station Road, High Bentham, Nr Lancaster LA2 7NA UK • Tel: +44 (0)1524 264000 • Fax: +44 (0)1524 264180
Email: general.enquiries@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

Appendix F

Good Evening Sarah

Many thanks for contacting me following my post on your Facebook page.

There are a few things which the Residents of High and Low Bentham, and probably Burton in Lonsdale (but I'm not as close to that) have been commenting on which I'm sure can be resolved easily.

Firstly, It has been reported that a number of people have felt unwell, this may of course be unrelated to the boil order, but I would think it would be good to know what the possible incubation time was for this outbreak. That is the date and time of the last known acceptable water quality test to the boil order being put in place.

Secondly, Now that the order has been lifted, there is concern over the validity of this. A number of residents are maintaining the order for a further period. Part of the rationale for this is that the operatives taking samples from residents homes have reported that the results take 24 hours to be analysed by the lab. The time from last samples taken to the boil order removal is considerably less than 24 hours. In addition engineers were seen flushing pipework only the previous day. One message came to continue to boil followed approx. 6 hours late of the "all clear"

From the outset there was confusion of which post codes were included, with some on the list being far away, and other people not getting letters, whilst near neighbours did. Phone calls and contact with Yorkshire Water invariably included them in the order. (Missing LA2 7 postcodes for example and confusion over LA6 3) A number of leaflets were put under windscreen wipers and a number also found just littering the street. It would be handy to know how residents can remedy any individual problems in this aspect.

Finally, It appears that there is to be no customer remediation as water could be consumed by boiling. Whilst it is good news that the issue was dealt with swiftly by Yorkshire Water, I believe that a gesture of a bill reduction would be well received. Many in our community are not very affluent and the additional energy cost, inconvenience and outlay for bottled water will have meant choices for some families.

I look forward to receiving you reply. Thank you.

Gareth Adams

We take customer safety and water quality incredibly seriously and follow all necessary legislation and guidance, for example from the Drinking Water Inspectorate.

Bacteria

Firstly, anyone feeling unwell should, of course, seek medical advice. However, I have spoken to our Head of Water Quality, who has stressed that the type of bacteria we found is not considered to be significantly hazardous to health through ingestion. However, the presence of this bacteria indicates a potential issue on our network; hence, why on Sunday 11th we took the decision to implement Boil Water Advice (BWA), on a precautionary basis.

We collect samples on a weekly basis from the upstream asset (High Bentham Service Reservoir) which is in line with official guidance. The previous outlet sample collected at High Bentham was on 29th April. However, an investigatory sample from one compartment of the tank was also collected on the 6th May and was found to be clear of bacteria too.

The sample data now shows that an action we took on Sunday morning had removed any source of contamination, but we could not be certain of this at the time; we take the health of our customers very seriously, so we acted on precautionary basis.

Continuing to boil and samples

Our Head of Water Quality has advised, that on the basis of our investigation there is no need to continue to boil water at this time.

The laboratory incubation period for our samples is 18 hours, including logistics this effectively makes this a 'next day' test. Samples collected on Sunday, Monday, and Tuesday were all found to be clear of the type of bacteria that we had found in samples at High Bentham service reservoir in the samples collected the day before. One sample from one customer property collected on Sunday was found to contain a different bacteria (which is also not considered directly hazardous to health). It is likely this bacterium was found because of disturbance in the mains while we were flushing.

Our requirement is two full sample programmes without detections before we were confident to lift the BWA – this was achieved when results were reported on Wednesday afternoon. I can also advise that samples collected during the day on Wednesday were clear of all indicator bacteria. Therefore, there are now effectively 4 days of clear samples for the bacteria that caused us to call the BWA.

Bill reduction

This is not something we are able to fairly offer; the water could be consumed after boiling, and we also provided bottled for convenience. Therefore, it would be inequitable to reduce some customer's bills at the expense of others given that the water could be consumed and bottled water was provided.

It may be worth noting we have bill support schemes available for customers struggling to pay their bills. [Customers can find out more here](#), and apply via phone or online.

I hope this information is helpful; if you have any further questions, please do not hesitate to get in touch.

Kind regards,
Sarah