



BENTHAM TOWN COUNCIL

Town Clerk
Bentham Town Hall, Station Road,
Bentham, Lancaster LA2 7LH
Tel: 015242 62587
www.benthamtowncouncil.gov.uk
Email: townclerk@benthamtowncouncil.co.uk

Minutes of the Bentham Town Council Open Spaces Committee Thursday 28th May at 7:30pm Lower Hall, Bentham Town Hall

Attendance: Cllrs Marshall, Burton and Taylor

Deputy Town Clerk: E Langan

MOP: 0

OS1. To elect a chair for the year 2026/27.

RESOLVED to elect Councillor Marshall as chair for the year 2026/2027.

OS2. **Apologies** from members unable to attend:

OS2.1 To note apologies for absence given in advance of the meeting.

NONE

OS2.2 To consider acceptance of reasons for absence – if consideration of reasons requested.

NONE

OS3. **Declaration of interest:** -

OS3.1 To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interest.

NONE

OS3.2 To approve dispensation request – if dispensation request received.

NONE

OS4. **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).

Councillor Burton enquired if the Cemetery entrance asset transfer had completed. **NOTED** that it is not yet completed.

OS5. To **approve the Open Spaces Committee meeting minutes** of Wednesday 4th March as a true and accurate record.

RESOLVED to accept the minutes of Wednesday 4th March 2026 as a true and accurate record.

OS6. To receive an update from the Street Lights contractor.

NOTED that light Number 10 on Wenning Avenue has a new fitting. There are works required on a second light on Wenning Avenue, the contractor is waiting for electricity northwest to cover the overhead lines before completing work. The Low Bentham car park light that needed a cherry picker has been fixed; the second light needs a new part.

OS7. To consider the Parish Caretaker quotes for works around the parish.

RESOLVED to accept the following quotes:

PHPF Light power wash of MUGA edges and spray to treat moss.

PHPF Spray all play areas and path to treat moss.

Tidy green at Low Bentham and rake off spoil from roadworks, roll level. **ACTION** to invoice the works out to contractors who used the green during roadworks.

Benches and plinths around parish to clean. **NOTED** to ask the Parish Caretaker to clean the benches which need to be cleaned on the peripheries of the parish, working inwards.

OS8. **Goodenber Play Area:**

OS8.1 To consider the quotes for the zip wire surfacing if received.

RESOLVED to request that Full Council consider making funds available from the reserves, to be used for necessary Open Spaces works.

ACTION Deputy Clerk to create a spreadsheet detailing required Open Spaces works and recommendations together with associated costings, to present to Full Council.

RESOLVED to recommend to Full Council that the public be informed, via the Bentham News and the Town Council's social media, that certain items of play equipment have been temporarily taken out of use while improvement works are being considered.

RESOLVED to recommend to Full Council acceptance of the quotation from a local contractor for the zip wire subbase works, in the sum of £4,210.00 plus VAT.

ACTION Clerk to continue obtaining quotations for the rubber mulch.

OS8.2 To consider the quotes for the wet pour repairs if received.

NOTED that some quotations had not yet been received. **ACTION** Clerk to continue obtaining quotations.

ACTION Clerk to obtain a quote for removal the bench next to the roundabout, and quotes for repair to the wet pour around it.

OS8.3 To consider the quotes for the seesaw if received.

NOTED that some quotations had not yet been received. **ACTION** Clerk to continue collecting quotes, to include installation and reinstatement of safety flooring.

OS8.4 To consider the quote and options for new signage at the play area.

RESOLVED to accept the quote for the new sign with a blue header, to request a blue border around the sign, and seek clarification on the material the signs will be printed on. Comprising two signs for Goodenber Play Area and one sign for Philip Harvey Playing Field.

OS8.5 To consider the quote for works to the roundabout.

RESOLVED to recommend to Full Council to consider accepting the quote for the roundabout repairs.

OS8.6 To consider the quote to repair the gates if received.

NOTED that the quotation has not yet been received.

OS8.7 To consider correspondence from a member of public regarding tree works at Goodenber Play Area.

ACTION Clerk to gather quotes from tree surgeons for tree works.

OS9. Phillip Harvey Playing Fields:

OS9.1 To consider the quotes for the pond area if received.

RESOLVED To recommend to Full Council to accept the quote from the Parish Caretaker to remove the trees, and to accept a quote to level the pond area from a local contractor at £2,495.00 plus VAT.

OS9.2 To consider the quotes for wet pour repairs if received.

NOTED that some quotations had not yet been received. ACTION Clerk to continue obtaining quotations.

OS9.3 To consider any necessary remedial works and quotes if received.

NOTED that the weld on the Junior Multi-Play equipment had failed.

ACTION Clerk to seek clarification from HAGS regarding the labour costs included in the weld repair quotation received.

NOTED that the play area inspection trainer had recommended that the zip wire mechanism be inspected annually.

RESOLVED that Open Spaces Councillors would visit the play areas following receipt of the annual inspection report to review any remedial works required.

OS10. Cemetery matters:

OS10.1 To consider the cemetery extension.

NOTED the architect is working on the cemetery extension.

RESOLVED to recommend to Full Council that funds allocated for the cemetery extension be used to extend the memorial wall and, once the asset transfer is complete, to carry out improvements to the entrance. It is further recommended that a proportion of these funds be reallocated to support other necessary Open Spaces works.

OS10.2 To receive an update on the asset transfer of the cemetery entrance at Butts Lane.

NOTED that the asset transfer is progressing, and Town Clerk's name has been removed from the Heads of Terms.

OS10.3 To receive an update on the memorial plaques at the Cemetery and decide a way forward.

RESOLVED to ask the Parish Caretaker to cut back the ivy which is obstructing one plaque space, and request a quote from the Parish Caretaker to move the bench which is obstructing 4 plaque spaces.

ACTION Clerk to seek quotes to extend the memorial wall.

OS10.4 To consider Cemetery drainage concerns after correspondence from member of public.

ACTION Clerk to respond to the correspondence and explain the works which have already taken place to attempt to rectify the drainage issues, and that Bentham Town Council are continuing to explore possible ways to improve the situation.

OS11. The Cross at Low Bentham:

OS11.1 To consider options for remedial work required on the cross at Low Bentham, and refurbishment required on the green at Low Bentham.

RESOLVED to accept the architect's estimated fee of £2,000 to prepare plans for a new cross and plinth for submission to the Planning Department.

NOTED that following a site visit to the cross, the architect recommended engaging an archaeologist specialising in historic buildings and structures to create a formal record, including photographic documentation and historic descriptions. It was further noted that material from the original cross could be stored and preserved within the County Archives.

OS12. To note the asset transfer application for the Rose Garden at Low Bentham has been submitted as a freehold.

NOTED

OS13. Tree Matters:

OS13.1 To consider the quote for the tree risk survey.

ACTION Clerk to request the tree risk survey to include Philip Harvey Playing fields, Goodenber Play Area, the Cemetery, and the Green at Low Bentham.

OS13.2 To consider the tree surgeon quote for tree works at Furness Drive/Main Street.

ACTION Clerk to contact the landowner to request that the necessary tree works are carried out.

OS.14. Items for **next meeting and minor items for information** only.

NONE

OS.15. Date of **next meeting**.

Thursday 24th September 2026

To be arranged: A meeting with Open Spaces Councillors at the play areas once the annual inspection reports have been received.

Meeting closed: 21:20

E Langan

Emma Langan - Bentham Deputy Town Clerk

Friday 29th May 2026