



BENTHAM TOWN COUNCIL

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

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

Tuesday 29th September 2026

All Town Council Meetings are open to the Public and Press

Monday 5th October 2026 at 7:30pm, Lower Hall, Bentham Town Hall.

Background papers are available for viewing by appointment before the meeting. A limited number of documents are also available in the Associated Documents section of the website. All papers are circulated to Councillors in the days leading up to the meeting.

C Burrow

C Burrow

Bentham Town Clerk and RFO

AGENDA

99 Apologies from members unable to attend: -

- 99.1 To note apologies for absence given in advance of the meeting.
- 99.2 To consider acceptance of reasons for absence – if consideration of reason requested.

100 Declaration of Interest: -

- 100.1 To note declarations of interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
- 100.2 To approve dispensation requests – if dispensation request received.

101 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).

102 To Confirm the Minutes of the meeting on Monday 7th September 2026 as a true and accurate record.

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

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

105 Financial Matters:

- 105.1 To receive and note current bank balances; Unity current account as **£30,445.34** the Public Sector deposit account balance as **£85,000.00** and the Virgin current account as **£31,232.01** with Bank Reconciliation dated 29.09.26
- 105.2 To note the completion of the Annual Governance and Accountability Return (AGAR) and the publication of the Notice of Conclusion on 21st September 2026.
- 105.3 To note the pre-authorised salaries and pre-agreed contractual payments.
- 105.4 To approve the payments

106 To consider and comment upon New Planning Applications:

- 106.1 26/04794/FUL Householder consent for the demolition of chicken coop and bunker to be replaced by the construction of timber framed double garage, Hideaway Cottage 10 Crow Trees Low Bentham

- 106.2 26/04991/ADV Advertisement consent for a sign, 8 Main Street High Bentham North Yorkshire LA2 7HE **Application is from Bentham Business Boost.**
- 106.3 26/05865/PIP Permission in principle for residential dwellings (minimum of 1 and maximum of 5) Land To The South Of Hillside Road, Low Bentham
- 106.4 26/05864/PIP Permission in Principle for residential housing of between 1-9 dwellings Land To The North Of Harley Close, Low Bentham
- 106.5 TPO NO. 84/2026 (CRA) Ravenswood, Four Ends Lane to Bentham Road

107 Council matters:

- 107.1 To receive the Clerk's report.
- 107.2 Outstanding Sexual Harassment Legislation Training.
- 107.3 To consider the PFAS and Environmental Concerns Community Liaison Group with community consultation update.
- 107.4 To receive and consider a report from the Clerk regarding the Council's responsibilities under the Terrorism (Protection of Premises) Act 2025 (Martyn's Law), including confirmation that the Town Hall is a standard tier premises and arrangements for the Council's preparedness and compliance.
- 107.5 To review the Record Management Policy, Equality and Diversity Policy, Freedom of Information Policy, Media and Press Policy and Recording Policy.

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

- 108.1 To consider the quotations received for the necessary remedial works following the Fire Door Survey, which identified a number of doors that do not meet the required fire safety standards with updated fire door priority list.
- 108.2 To consider a formal tree survey and assessment by a qualified tree specialist, in line with the Council's insurance requirements, at a quoted cost of £775 for three years, to provide a formal assessment of the trees ensuring that the council meets its responsibilities in relation to tree management, safety and ongoing maintenance.
- 108.3 To consider quotations for the Wenningdale Room works and the allocation of funds from the Town Hall maintenance reserve.
- 108.4 To consider The Sidings/Harley Bank car park area with update.
- 108.5 Roadworks in and around Bentham.

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

- 109.1 Angus Fire update.
- 109.2 Millers Ford Footbridge closure update
- 109.3 Home to School Transport Review
- 109.4 B6480 road to Wennington railway bridge concerns

110 To receive an update on the Bentham Boost and decide further action where necessary

111 Items for next meeting and minor items for information only.

112 Dates of next meeting:

Finance and Staffing: Monday 19th October 2026 7:30pm
Marketing and Development: Tuesday 20th October 7:30pm
People's Emergency Briefing: Tuesday 29th October 7:30pm
Full Council: Monday 2nd November 2026 at 7:30pm

C Burrow

C Burrow
Bentham Town Clerk and RFO