



BENTHAM TOWN COUNCIL

Bentham Town Hall, Station Road,
Bentham, Lancaster LA2 7LH
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Wednesday 27th May 2026

All Town Council Meetings are open to the Public and Press

Monday 1st June 2026 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.

C Burrow

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Town Clerk and RFO

AGENDA

26 Apologies from members unable to attend: -

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

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.
- 27.2 To approve dispensation requests – if dispensation request received.

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

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).

30 To Confirm the Minutes of the meeting on Monday 11th May 2026 as a true and accurate record.

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

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

33 Financial Matters:

- 33.1 To receive the Internal Audit 2025/2026.
- 33.2 To receive the Annual Governance and Accountability Return (AGAR) 2025/2026
- 33.3 To note the Notice of Public Rights.
- 33.4 To consider the Council's insurance renewal (if received).
- 33.5 To receive and note current bank balances; 26/06/26: Unity current account as £94,145.22, the Public Sector deposit account balance as £85,000.00 and the Virgin current account as £32,406.53. Including bank reconciliation.
- 33.6 To note the pre-authorised salary and pre-agreed contractual payments.
- 33.7 To approve the payments.

34 To consider and comment upon New Planning Applications:

- 34.1 26/02298/LB Listing building consent for reroofing including installation of solar panels and rainwater goods and repointing works, The Bentham Hub 3, Main Street, High Bentham.
- 34.2 26/02362/OUT Outline consent for residential development of up to ten dwellings and associated infrastructure. All matters are reserved except for access from Robin Lane. Land West Of Robin Lane, High Bentham.

35 Council matters:

- 35.1 To consider the updated grants policy, application form and evaluation form.
- 35.2 To consider the data protection policy.
- 35.3 To note the GDPR and data retention audit.
- 35.4 To consider the Training Policy.
- 35.5 To consider the Social Media Policy.
- 35.6 To review the Website Accessibility Statement (annually).
- 35.7 To consider the Committee Terms of References:
 - 35.7.1 Finance and Staffing.
 - 35.7.2 Buildings.
 - 35.7.3 Marketing and Development.
 - 35.7.4 Open Spaces.

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

- 36.1 To receive the Clerk's report.
- 36.2 Roadworks in and around Bentham.
- 36.3 To consider the defibrillator cabinet at Victoria Institute with electrician's communication,
- 36.4 To consider the Town Crier for Bentham.
- 36.5 Playground equipment at PHPF and GRPA.
- 36.6 To consider a further TPO request at the PHPF.

37 Staffing Matters:

- 37.1 To consider the Clerk completing CILCA beginning September 2026.
- 37.2 To consider the Deputy Town Clerk completing ILCA.

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

- 38.1 Environment Agency correspondence (circulated via email)
- 38.2 Angus Fire Update
- 38.3 Dr Byrne correspondence (circulated via email)
- 38.4 Letter from Bentham Community Primary School

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

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

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

42 Dates of next meeting:

Buildings Committee Thursday 18th June 2026 7:30pm

Full Council Monday 6th July 2026 7:30pm

Request to alter the Full Council meeting from Monday 7th September to Wednesday 2nd September

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Town Clerk and RFO

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