BENTHAM TOWN COUNCIL

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

Thursday 8th October 2026

Minutes of Ordinary Meeting of Bentham Town Council – Monday 5th October 2026, 7:30pm

Present: Councillors Adams, MacEley-Young, Marshall and Whittet
Town Clerk and RFO: C Burrow
Councillor David Ireton
Bentham News: 2
Members of Public: 3

99 Apologies from members unable to attend: -

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

Cllrs Taylor and Stannard

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

ACCEPTED

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.

Cllr MacEley-Young 107.3 108.3 109.1

100.2 To approve dispensation requests – if dispensation request received.

NONE

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).

MOP1 - The member of the public raised objections to the Hillside Road, Low Bentham, planning in principle application, particularly regarding access, parking and children playing on the streets. They also referred to difficulties accessing North Yorkshire Council's planning website due to the software changes and said they had been unable to locate the Bentham Town Council's response regarding the Low Bentham car park.

The member further referred to Land Registry documents showing a restrictive covenant dating from 1987 on the Sidings/Harley Bank area used as car parking, restricting the land to use as a car park and for garages and gardens. This was amended in 2004 to permit four dwellings, which have since been constructed. They stated that the restrictive covenant remains in place and prevents further development and that the applicant's declaration that there were no restrictive covenants was therefore incorrect.

MOP2 **The member of the public provided an update on the proposed Asset of Community Value (ACV) nomination for the car park; noting the Clerk has been in discussions with North Yorkshire Council's ACV team, who had suggested including the Victoria Institute due to its close relationship with the car park.**
The member stated that the Victoria Institute was already community-owned and that the asset under threat was the car park itself. They referred to recent correspondence from the landowner's agent confirming that the car park would continue to operate as a public pay-by-phone car park from 1st November, with weekly, monthly and annual permits available, while also confirming that the intention to pursue residential development remained.
The member considered that the ACV nomination should therefore remain focused on the car park, with supporting evidence regarding its importance to the Victoria Institute and the wider community. They asked the Council to provide the Clerk with clear direction so that the nomination could proceed without further delay.

102 To **Confirm the Minutes** of the meeting on Monday 7th September 2026 as a true and accurate record.
RESOLVED 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.
Read out in full by Chair (appendix A)

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

Councillor David Ireton reported that changes to the National Planning Framework at the end of October would make it more difficult for councillors to call applications to committee. He raised concerns about the impact on local democratic scrutiny, particularly for larger applications.
Councillor Ireton noted highway safety concerns regarding the Low Bentham site behind Harley Close, he confirmed he would continue to monitor the application.
In response to a question from the Chair, Councillor Ireton advised that the Council could write to the Government or North Yorkshire Council Chief Executive to raise concerns about the changes, although he expressed doubts about their impact. He considered that such applications should continue to be considered publicly, allowing residents the opportunity to comment or object.

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
NOTED

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.
NOTED

105.3 To note the pre-authorised salaries and pre-agreed contractual payments.
NOTED

105.4 To approve the payments

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
178	Electric (TH)	02/10/2026		01- Unity Trust Bank		Electricity at Town Hall	British Lite Gas	L	217.50	10.88	228.38
179	Gas (TH)	22/09/2026		01- Unity Trust Bank		Town Hall Gas	British Lite Gas	L	146.59	7.33	153.92
180	Water Rates (TH)	28/09/2026		01- Unity Trust Bank		Waste water bill Town Hall	Waterplus	X	123.59		123.59
181	Electric Supply (street lighting)	24/09/2026		01- Unity Trust Bank		Electricity Street Lights	SSE SWALEC	S	136.39	27.28	163.67
182	Defibrillator installation (Reserv	05/10/2026	1st June 2026 36.3	01- Unity Trust Bank		Defibrilator cabinet replacemen	Mark Burrow Electrical Ltd	S	120.00	24.00	144.00
183	Training and Conferences (adm	05/10/2026		01- Unity Trust Bank		Public Conveniences cost, pres	nalc	S	35.00	7.00	42.00
184	Maintenance at Town Hall (TH)	05/10/2026		01- Unity Trust Bank		Removal of radiators	HB Plumbing & Heating	S	80.00	16.00	96.00
185	Cemetery Expansion	05/10/2026	Feb 2026 236.3	01- Unity Trust Bank		Cemetery Expansion Butts Lane	Oglethorpe, Sturton and Gi	S	318.95	63.79	382.74
186	Audit (admin)	05/10/2026		01- Unity Trust Bank		External audit	PKF Littlejohn LLP	S	630.00	126.00	756.00
187	Cleaning and Sanitary Supplies	14/09/2026		02 Virgin Money		Paper shredder, tape and mops	Amazon	S	33.32	6.66	39.98
187	Stationery	14/09/2026		02 Virgin Money		Paper shredder, tape and mops	Amazon	S	2.50	0.50	3.00
187	Stationery	14/09/2026		02 Virgin Money		Paper shredder, tape and mops	Amazon	S	23.32	4.67	27.99
188	Bentham Boost	05/10/2026		01- Unity Trust Bank		Bentham News advert	Bentham News	E	41.40		41.40
189	Clerk Mobile	19/09/2026		01- Unity Trust Bank		Mobiles	EE Mobile	S	50.68	10.14	60.82
189	Mobile - Caretaker	19/09/2026		01- Unity Trust Bank		Mobiles	EE Mobile	S	27.38	5.48	32.86
190	Stock: Dog muck bags (TIP)	21/09/2026		02 Virgin Money		Dog Poo Bags	EBAY - scot pet shop	X	13.85		13.85
191	Town Hall Staff (TH) / Caretake	30/09/2026		01- Unity Trust Bank		Salary	[redacted]	X	1,431.97		1,431.97
192	Town Hall Staff (TH) / Caretake	30/09/2026		01- Unity Trust Bank		Salary		X	331.40		331.40
193	Clerk salary (admin)	25/09/2026		01- Unity Trust Bank		Back Pay		X	168.34		168.34
194	Clerk salary (admin)	30/09/2026		01- Unity Trust Bank		Salary		X	2,845.66		2,845.66
195	Trade Waste (TH)	22/09/2026		01- Unity Trust Bank		Trade Waste	North Yorkshire Council	X	68.18		68.18
196	Internet	06/10/2026		01- Unity Trust Bank		Internet	SKY	S	60.45	12.09	72.54
197	GRPA Playground Upgrade	05/10/2026	12.08.26 OS19	01- Unity Trust Bank	0000059506	Playdale Roundabout 50% dep	Playdale	S	266.42	53.28	319.70
198	Computer Programme / Softwa	05/10/2026	Council meeting 11.05.26 - 1	01- Unity Trust Bank		Scribe bookings module	Scribe	S	348.00	69.60	417.60
199	Servicing: Boilers (TH)	05/10/2026		01- Unity Trust Bank		Boiler service town hall	Tim Wheildon Heating and	S	276.00	55.20	331.20
200	Plumbing Repairs	23/09/2026		02 Virgin Money		Water Boiler Filter	Amazon	S	45.00	9.00	54.00
201	Goodenber Road Play Area	05/10/2026		01- Unity Trust Bank		Myers sign fitting, screw caps,	Myers Building Supplies	S	9.36	1.87	11.23
201	Goodenber Road Play Area	05/10/2026		01- Unity Trust Bank		Myers sign fitting, screw caps,	Myers Building Supplies	S	26.85	5.37	32.22
201	Goodenber Road Play Area	05/10/2026		01- Unity Trust Bank		Myers sign fitting, screw caps,	Myers Building Supplies	S	26.52	5.30	31.82
201	Bentham Boost	05/10/2026		01- Unity Trust Bank		Myers sign fitting, screw caps,	Myers Building Supplies	S	17.00	3.40	20.40
201	Safety Equipment	05/10/2026		01- Unity Trust Bank		Myers sign fitting, screw caps,	Myers Building Supplies	S	8.55	1.71	10.26
202	Cleaning and Sanitary Supplies	05/10/2026		01- Unity Trust Bank		Cleaning Products	Thomas Graham	S	249.61	49.92	299.53
203	Relief Caretaker	05/10/2026		01- Unity Trust Bank		relief caretaker	Ruth Green	X	45.00		45.00
204	Other Special Projects	05/10/2026	Full council: 02.03.26 254 By	01- Unity Trust Bank		Bygone Bentham Plaques	Shelley Signs	S	2,395.00	479.00	2,874.00
205	Bank Charges (admin)	30/09/2026		01- Unity Trust Bank		Service charge	Unity Trust bank	X	12.55		12.55
206	Bentham Boost	05/10/2026		01- Unity Trust Bank		Bentham Boost artwork	Rachel Thornton	X	600.00		600.00
207	Grants	05/10/2026	F23 - Finance com - 17.11.25	01- Unity Trust Bank		Grant Second instalment	Bentham & District Dement	X	500.00		500.00
208	Grants	05/10/2026	F23 - Finance com - 17.11.25	01- Unity Trust Bank		Grant Second instalment	Bentham Playing Field Assc	X	3,000.00		3,000.00
209	Grants	05/10/2026	F23 - Finance com - 17.11.25	01- Unity Trust Bank		Grant award	Bentham comm Bonfire	X	1,000.00		1,000.00
210	PHPF (OS)	05/10/2026		01- Unity Trust Bank		Grass cutting / parish caretakin	Kingsdale Projects	X	20.00		20.00
210	Grass Cutting (OS)	05/10/2026		01- Unity Trust Bank		Grass cutting / parish caretakin	Kingsdale Projects	X	2,936.12		2,936.12
210	Grass Cutting (cemetery)	05/10/2026		01- Unity Trust Bank		Grass cutting / parish caretakin	Kingsdale Projects	X	485.68		485.68
211	Cleaning and Sanitary Supplies	05/10/2026		01- Unity Trust Bank		Sanitary Disposal Unit	PHS	S	34.59	6.92	41.51
212	Bentham Boost	05/10/2026		01- Unity Trust Bank		Bentham Boost Admin	Laura Davy Admin Solution	X	645.00		645.00
213	Window Cleaning (TH)	05/10/2026		01- Unity Trust Bank		Town Hall Window Cleaning	Clearglass Cleaning	X	130.00		130.00
214	Servicing: Lift	05/10/2026		01- Unity Trust Bank		Lift service	Stannah	S	214.73	42.95	257.68
								Total	**20,198.45**	**1,105.34**	**21,303.79**

RESOLVED to APPROVE to be authorised by Cllr Whittet (except voucher 212) Cllr Adams will authorise 212, Cllr Marshall to authorise all payments (staff names redacted).

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

RESOLVED to submit: A The Parish Council has no objections.

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.**

NOTED

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
RESOLVED to submit: B The Parish Council objects on the planning ground set out below:

Bentham Town Council has concerns regarding the proposed access via Hillside Road. Hillside is an established residential road which is already difficult to access and egress by vehicle. The Council is concerned that additional traffic from the proposed development could create further difficulties and have an adverse impact on highway safety and existing residents.

The Council requests that the suitability of Hillside to accommodate the additional vehicle movements is carefully assessed before the application is determined.

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
RESOLVED to submit: A The Parish Council has no objections.

106.5 TPO NO. 84/2026 (CRA) Ravenswood, Four Ends Lane to Bentham Road
NOTED

A member raised concerns that landowners are often not notified when Tree Preservation Orders (TPOs) are imposed, with orders sometimes appearing without prior notification. They also questioned the lack of tree surveys or assessments before TPOs are applied.

107 Council matters:

107.1 To receive the Clerk's report.
NOTED (Appendix B)

107.2 Outstanding Sexual Harassment Legislation Training.
NOTED that three members had yet to complete the Sexual Harassment Legislation training. A member subsequently informed the Clerk that they had completed the training; therefore, two members remain outstanding.

107.3 To consider the PFAS and Environmental Concerns Community Liaison Group with community consultation update.
RESOLVED to allow the public consultation to continue until the deadline of 12th October 2026, following publication of the consultation in the Bentham News, to allow further public engagement.

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.
RESOLVED to acknowledge that Bentham Town Hall falls within the standard tier premises under the Terrorism (Protection of Premises) Act 2025 (Martyn's Law), and that the Council is the responsible person for the purposes of the legislation.
RESOLVED to authorise the Clerk to prepare and coordinate the necessary arrangements for compliance, including an audit, risk assessment, updated terms and conditions of hire and invacuation plans and appropriate training for staff.

107.5 To review the Record Management Policy, Equality and Diversity Policy, Freedom of Information Policy, Media and Press Policy and Recording Policy.
RESOLVED to APPROVE and ADOPT the Record Management Policy, Equality and Diversity Policy, Freedom of Information Policy, Media and Press Policy and Recording Policy, subject to updating references to the UK GDPR and Data Protection Act 2018, as amended by the Data (Use and Access) Act 2025 and amending the Equality and Diversity Policy to state that the Council will take all reasonable steps to prevent sexual harassment of staff and members.

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.
RESOLVED to accept the quotation from Contractor A; Tyrers, at a cost of £13,854.20, to replace and rectify the Town Hall fire doors in accordance with the updated fire door priority list and the recommendations identified in the Fire Door Survey, to ensure compliance with applicable fire safety regulations.

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.
RESOLVED to accept the quotation of £775 for a formal tree survey and assessment by a qualified tree specialist, with the cost to be met from the Parish Caretaking budget. The survey will prioritise the two play areas, Goodenber Road Play Area and Philip Harvey Play Area, together with The Green and the Cemetery.

108.3 To consider quotations for the Wenningdale Room works and the allocation of funds from the Town Hall maintenance reserve.
RESOLVED to accept the quotations for the Wenningdale Room works, to be funded from the Town Hall Maintenance Reserve and the allocated decorating budget of £800, comprising of £1,600 for painting the Wenningdale Room and both entranceways, £600 for the supply and fitting of skirting boards to both entranceways and £651.66 for carpeting both entranceways.
RESOLVED Clerk to further research a lift facility for the Wenningdale Room.

108.4 To consider The Sidings/Harley Bank car park area with update.
RESOLVED the Council will still apply for the land used as a community car park to become an Asset of Community Value as a stand-alone.
NOTED the covenant for the land for four houses within the area.
NOTED the land is privately owned.
NOTED that RP Taylor Chartered Surveyors, acting on behalf of the freehold owner of The Sidings, Low Bentham, have issued a public notice advising that a parking management system will be introduced at the site. National Parking Control will operate a Pay by Phone parking system, with weekly, monthly and annual permits also available. The system is anticipated to go live at 12:00am on Sunday 1st November 2026, with appropriate signage to be installed in advance.
NOTED that the parking management arrangements will not prevent access to properties 1–5 The Sidings and that use of the parking facility by the general public remains at the discretion of the landowner.
NOTED the Council is encouraging people to continue using the area for parking and to pay the applicable parking charges, in order to demonstrate that there remains a need for a car park in Low Bentham.
NOTED that the land my require planning permission for signage to be erected in the area.

108.5 Roadworks in and around Bentham.

NOTED an update from Yorkshire Water that the remaining water main replacement works in Bentham, including Mewith Lane and outstanding works on Main Street, have been deferred until 2027 due to traffic management requirements and the risk of winter disruption. All works planned for 2026 have been completed, with the contractor now demobilising. Dates for the remaining works have yet to be confirmed, and a meeting with the relevant parties will be arranged once the 2027 programme is agreed.
RESOLVED to request confirmation from North Yorkshire Council as to whether the Yorkshire Water works scheduled for 2027 will fall within the required timeframe for the road to be reinstated to the same standard and condition as following the major resurfacing works undertaken on Main Street and toe enquire if all the remedial works have been completed to a satisfactory standard.

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

109.1 Angus Fire update.

Read in full by Chair (appendix C)

109.2 Millers Ford Footbridge closure update

NOTED an update regarding Millers Ford Footbridge, which remains closed for safety following the movement of a temporary cover plate and the identification of defects. Repairs to replace the bridge deck boards are anticipated to be completed by the end of October, subject to contractor availability and weather conditions. A further closure will be required in April 2027 to allow the parapets to be replaced.

109.3 Home to School Transport Review

Summary presented to Council was read out in full by Chair (appendix D)
RESOLVED to promote the North Yorkshire Council public consultation through the Council's social media channels.
NOTED Settle College Governors have committed to covering the transport costs for pupils included in the September 2026 submissions who live within the school's catchment area but for whom Settle College is not their nearest suitable school. These pupils would not normally qualify for free transport from North Yorkshire Council under its current Home to School Travel Policy.

109.4 B6480 road to Wennington railway bridge concerns

RESOLVED to write to Network Rail requesting that the shrub cuttings and debris at the B6480 road to Wennington railway bridge be cleared, as these may be obstructing the drainage infrastructure and contributing to the risk of flooding at the bridge.

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

Community flags: Several flags have been taken down for repair, reprinting and rethreading. Three further groups have expressed an interest in having a flag displayed.
Bistro Night: A Bistro Night will be held at the Town Hall this month, with live music from Al Fresco and a choice of three curries. Tickets are £16 and it is a bring-your-own-bottle event.
Bins: Three new bins are to be installed, including one larger bin. The Primary School will create artwork to make the bins more attractive.
Ginnel artwork: Artwork by Rachel Thornton is planned for the ginnel. The proposed installation has been moved to the Ruposhi side following the adjacent building owner's refusal of permission. The free-standing structure will tell the story of Bentham, with residents invited to submit stories and photographs.
Bentham Boost: The next Bentham Boost meeting will take place on Wednesday 7th October.

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

Request an update from North Yorkshire Council regarding Shakey Bridge.

Cllr Adams explained that Bentham Theatre Group sponsored a Children's Pantomime that took place in September 2026. Filled the Town Hall for two performances, which was thoroughly enjoyed by the public. The pantomime raised £2000 in total which will be going to Bentham Playing Fields. The children and all involved wish to have another next year.

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 27th October 7:30pm
NOTED This will be a 12A as there is some explicit language.
Full Council: Monday 2nd November 2026 at 7:30pm

Meeting closed at 21:15

C Burrow
C Burrow
Bentham Town Clerk and RFO

Appendix A

Just an update for your Town Council meeting 05.10.26

4 reports 01.10.26 & 04.10.26

Alarm sounding False, ASB Nuisance,

01.10.26 – Criminal damage to vehicle parked on Lakeber Avenue – panel scratched
02.10.26 – Overnight power tools stolen from van parked on Lakeber Avenue

Please find your police report for Bentham Town Council meeting 05.10.26

We have had 33 incidents reported between 04.09.26 & 30.09.26

Reports Include – Other police force, Highways – diesel spillage/cows on road, broken river bridge, safeguarding, Firearms admin, abandon calls, alarm sounding – False, Road related offence – manner/suspect drug driving, suspect person on bike – Lowgill, Online Fraud theft of images, Civil dispute, suspect circumstance – phone & person visit,

6 reports - Concern for welfare/safety/missing – joint partnership working
06.09.26 - RTC – Single vehicle – Bike - ambulance/police
17.09.26 – Theft of Electric bike – Wenning Avenue/campsite
28.09.26 – Suspect vehicle – Low Bentham – arrested vehicle seized
19.09.26 – RTC – 2 vehicle – Mayfield Road
28.09.26 – Criminal damage to toilet – Low Bentham

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
Collar number 5561
Dedicated Safer Neighbourhood PCSO
Settle Ingleton & Bentham area
North Yorkshire Police
101

Appendix B

CLERK'S REPORT – for October 2026

Buildings

Wenningdale Room: Carpet quotation received; awaiting skirting board quotation.
Victoria Institute Defibrillator: Cabinet installed and electrical supply updated.
Entrance Shutters/Fire Doors: Budget provision required and will be considered during budget setting.
Lift Telephone/LOLER: This remains with the Chair for further action.
Boiler: The fault was identified by Chair as the water filter and a replacement has been fitted.
Town Hall Handrails: Awaiting one further quotation.
Cellar Gate: The contractor remains uncontactable via phone or text message.
Archive/Cemetery Records: Work is ongoing. A new shredder has been purchased to meet P4 document disposal requirements.

Bentham Boost

Flags: The flags are currently with the manufacturer for reprinting and re-threading. Three further groups have expressed an interest in having a flag displayed. The existing flags will be rectified before further flags are ordered.
Bistro Night: The event will take place on 7 November 2026. Tickets are £16 and the event has been advertised.
Bins: Three new bins are due to be installed from the week commencing 5 October. The primary school has been contacted regarding artwork for the bins.

Open Spaces

Goodenber Play Area: The Pentagon quotation of £20,789 + VAT has been accepted and the contractor engaged. The Council is awaiting a start date. An on-site meeting and public notification will be required before works commence.
Grass-Cutting Tender 2027–2030: The tender documents including updated bench maps being checked by OS members. The tender is to be advertised with a closing date of 13th November 2026 at 12 noon.
No Dog Fouling Sign: Alpha Signs is preparing a design/proof for The Green, Low Bentham.
Tree Management Policy: The amendments have been completed and the policy uploaded to the website. Insurers recommend a tree risk survey every three years, estimated at £775, which will need to be considered for the 2027/28 precept.
Mill Lane Vegetation: The Parish Caretaker has not yet been contactable.
Trees/Cemetery/Memorial/Pond: Major works remain on hold pending the budget review.

Other Clerk's Matters

AGAR: The external audit has been completed and uploaded to the website on 21st September 2026.
Internal Audit: CheckMate is undertaking the interim audit ahead of the Finance meeting on 16th November 2026.
NJC Pay: The new pay scales have been implemented and back pay processed.
Councillor Training: Three councillors still have outstanding Sexual Harassment Legislation Training.
PFAS Community Liaison Group: Expressions of interest are being collected through Microsoft Forms, social media, the Council website and Bentham News.
People's Emergency Briefing: a poster has been created for the People's emergency briefing this will take place on Tuesday the 27th of October at 7:30 in the ballroom The event has also been logged with the Emergency Briefing website showing on their interactive map. The clerk will attend an abridged version of the film along with a question and answer session remotely On Tuesday the 29th of September.

Sidings ACV: An application has been submitted. North Yorkshire Council has suggested including the Victoria Institute, which requires further consideration.
AboutBentham / Website / Emails: These matters have been referred to the Marketing and Development Committee for consideration on 20 October 2026.
Local Transport Plan: Consultation information has been circulated.

Appendix C

ANGUS FIRE

Date: 5th October 2026

Bentham Town Council

Dear Mayor, Deputy Mayor and Town Councillors,

Firstly, I would like to thank you all for making the time to visit the Angus Fire facility last week.

I am pleased we were able to provide you with a comprehensive review of the extensive environmental activities undertaken by Angus both on and off site, pulling together our last two years of quarterly meeting updates into a clear summary of the current position.

As communicated, Angus has now spent over £6 million (excluding property purchases) to address historical contamination at our Bentham site. From the outset, we have treated this with the utmost seriousness, respect and professionalism, with the aim of finding solutions that protect the local community, jobs and the business.

Despite the many challenges faced over the last few years, I can confirm that the investigative work at Bentham has now concluded, and our environmental consultants have finalised the 'Site Condition Report'. The next stage is a meeting with the Environment Agency (and other UK regulatory bodies) later this month, where our consultants will present the results and findings of their two-year investigation.

We look forward to providing an update next month, following the meeting with the Environment Agency.

As we have stated on many occasions, the continued support we receive from the Town Council, the local community and our employees is greatly appreciated and makes a difference.

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

FM 595473 EMS 576644

Appendix D

Proposed Changes to Home to School Travel Policy

- **R1 – Nearest suitable school:** The council could use a different suitable school where the mapped nearest school involves an unreasonable vehicle route **and** is more than 2 miles further by road than the next suitable school with places.
- **R3/R4 – Mapping:** Roads, tracks or paths that are unsuitable or unreasonable for school travel could be removed from the mapping system. Families could challenge decisions through Stage 1 appeals.
- **R5 – Measuring distances:** The policy would clarify how home-to-school distances are calculated, using the home property reference point and the nearest school entrance. Mapping information would be updated annually.
- **R6 – Walking routes:** No change to safety assessments. The policy would clarify that children living beyond the statutory walking distance are already entitled to free travel and are not expected to walk.
- **R7 – Difficult roads:** Five routes would be removed from the mapping system because they may be unreliable or unsuitable for school transport: Fleet Moss Road, Keld–Kirkby Stephen, Buttertubs Pass, The Stang and Kidstones Pass. Other unsuitable routes could also be removed.
- **R11 – Shared drop-off points:** The council is considering allowing exceptions where two schools share the same bus and drop-off point, potentially allowing transport eligibility for both schools in some circumstances.
- **R21 – Clearer wording:** The policy would be rewritten to make the rules, distance calculations and appeals process easier to understand.

Overall: The changes aim to make school transport decisions more practical, consistent and clearer for families.