



BENTHAM TOWN COUNCIL

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

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

Monday 8th June 2026

Minutes of Full Council meeting: Monday 1st June 2026 at 7:30pm, Lower Hall, Bentham Town Hall

Present: Cllrs Adams, Burton, MacEley-Young, Marshall, Stannard, Taylor and Whittet

Town Clerk: C Burrow

Bentham News: 2

Cllr David Ireton

MOP: 3

26 Apologies from members unable to attend: -

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

NONE

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

NONE

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.

Cllr MacEley-Young 38.1 38.2 38.3

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.

NONE

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).

MOP1 – Spoke on behalf of the *Bentham & District Dementia Friendly Club provides valuable support for local people living with dementia and their carers. We hold fortnightly Thursday breakfast clubs, a Christmas celebration, and an annual summer trip. Attendance regularly ranges from 10–20 people fortnightly, with over 30 joining our summer outing. The club helps reduce loneliness, promotes wellbeing, and offers friendship, routine, and community connection for those affected by dementia. We rely on fundraising, grants, and donations for the club to keep going and greatly appreciate you having me here tonight.*

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

RESOLVED 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.

Read out in full by Cllr Adams (appendix A)

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

The new Household Waste Recycling Centre registration scheme has been introduced to improve access for North Yorkshire residents and reduce misuse by non-residents. Residents must register their details online before visiting and show proof on their first visit. Staff at recycling centres are available to help anyone who has not yet registered.

The scheme aims to address cross-border use of recycling centres, which is estimated to account for around one in six users and costs up to £400,000 per year. The impact is expected to be greatest at sites near county boundaries, such as Skipton.

Members were informed that public access computers in North Yorkshire libraries will be upgraded between June and August, with most installations completed by the end of July. The new equipment will include updated technology, larger monitors and improved Wi-Fi access.

Council asked whether North Yorkshire Council had allocated funding to address a possible increase in fly-tipping following the introduction of the registration scheme.

It was noted that the £400,000 figure relates to the cost of processing waste brought to recycling centres by non-residents, rather than the cost of fly-tipping enforcement or clearance.

Members discussed concerns that some residents from neighbouring areas may be more likely to dispose of waste locally rather than travel to North Yorkshire recycling centres. It was suggested that any impact on fly-tipping levels should be monitored over time.

It was also noted that the registration process is straightforward and assistance is available for residents who need help registering.

33 Financial Matters:

33.1 To receive the Internal Audit 2025/2026.

RECEIVED Council NOTED that the recommended update to the Training Policy was on this agenda (document available on website).

33.2 To receive the Annual Governance and Accountability Return (AGAR) 2025/2026

RECEIVED – CLERK explained the no to assertions B and O (appendix B with supporting letters to the External Auditor on the website).

33.3 To note the Notice of Public Rights.

NOTED – erect on noticeboard one 02.06.26, from 03.06.26 to 14.07.26 (appendix C)

33.4 To consider the Council's insurance renewal (if received).

RECEIVED; the insurance renewal was received two hours prior to the meeting; Council have not fully looked through documentation.

RESOLVED members will look through the document and make recommendations to the Clerk.

ACTION Clerk to update with the insurance broker for an updated renewal costing.

RESOLVED if renewal cost is less than 10% of initial insurance renewal, Clerk and Chair to consult and ACCEPT the insurance renewal quote as insurance due before the next Council meeting.

33.5 To receive and note current bank balances; 26/06/26: **(incorrect date given)** 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.

RECEIVED and NOTED (appendix D)

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

NOTED

33.7 To approve the payments.

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
56	Clerk Mobile	19/05/2026		01- Unity Trust Bank		Mobiles	EE Mobile	S	78.07	15.61	93.68
57	Cleaning and Sanitary Supplies	01/06/2026		01- Unity Trust Bank		Duty of Care compliance	PHS	S	5.24	1.05	6.29
58	Water Rates (TH)	28/05/2026		01- Unity Trust Bank		Water Rates	Business Stream	E	124.69		124.69
59	Water rates (cemetery)	01/06/2026		01- Unity Trust Bank		Water	Business Stream	E	21.19		21.19
60	Trade Waste (TH)	22/05/2026		01- Unity Trust Bank		Trade Waste	North Yorkshire Council	X	68.18		68.18
61	Electric (TH)	01/06/2026		01- Unity Trust Bank		Electricity at Town Hall	British Lite Gas	L	254.16	12.71	266.87
62	Bentham Boost	01/06/2026		01- Unity Trust Bank		Bentham Boost Spring Clean U	Myers Building Supplies	S	93.02	18.60	111.62
63	Bentham Boost	01/06/2026		01- Unity Trust Bank		Bentham Boost printing	Andrew's Print Shop	X	18.00		18.00
64	Audit (admin)	01/06/2026		01- Unity Trust Bank		Internal audit fee	Account ant	S	525.00	105.00	630.00
65	Electric Supply (street lighting)	27/05/2026		01- Unity Trust Bank		Electricity Street Lights	SSE SWALEC	L	159.90	8.00	167.90
66	Town Halls Repairs	01/06/2026		01- Unity Trust Bank		Electrical repairs	Mark Burrow Electrical Ltd	S	60.00	12.00	72.00
67	Stationery	21/05/2026		02 Virgin Money		Stationery	Amazon	S	22.72	4.55	27.27
67	Stationery	21/05/2026		02 Virgin Money		Stationery	Amazon	Z	7.59		7.59
68	Town Hall Staff (TH) / Caretaks	29/05/2026		01- Unity Trust Bank		Salary		X	1,247.45		1,247.45
69	Town Hall Staff (TH) / Caretaks	29/05/2026		01- Unity Trust Bank		Salary		X	276.36		276.36
70	Clerk salary (admin)	29/05/2026		01- Unity Trust Bank		Salary		X	2,073.70		2,073.70
71	Clerk salary (admin)	29/05/2026		01- Unity Trust Bank		Salary		X	1,288.38		1,288.38
72	Water Rates (TH)	27/05/2026		01- Unity Trust Bank		Waste water bill Town Hall	Waterplus	E	120.30		120.30
73	Professional Fees	01/06/2026	Council meeting 11.05.26 - 1	01- Unity Trust Bank		ICCM subscription	iccm	E	110.00		110.00
74	Grass Cutting (OS)	01/06/2026		01- Unity Trust Bank		Grass cutting	Kingsdale Projects	X	3,316.41		3,316.41
74	PHPF (OS)	01/06/2026		01- Unity Trust Bank		Grass cutting	Kingsdale Projects	X	20.00		20.00
74	Grass Cutting (cemetery)	01/06/2026		01- Unity Trust Bank		Grass cutting	Kingsdale Projects	X			
74	Maintenance at Town Hall (TH)	01/06/2026		01- Unity Trust Bank		Grass cutting	Kingsdale Projects	X	138.00		138.00
75	Computer Programme / Softwa	01/06/2026	Council meeting 11.05.26 - 1	01- Unity Trust Bank		Scribe Accounts	Scribe	S	768.00	153.60	921.60
76	Internet	06/06/2026		01- Unity Trust Bank		Internet	SKY	S	60.45	12.09	72.54
77	Bentham Boost	01/06/2026		01- Unity Trust Bank		Bentham Boost Admin	Laura Davy Admin Solution	X	912.64		912.64
78	Maintenance (street lighting)	01/06/2026		01- Unity Trust Bank		Repairs to street lights	James Burrow Electrical	S	720.00	144.00	864.00
79	Goodenber Road Play Area	28/05/2026		02 Virgin Money		Swing chains	Online Playgrounds	S	314.03	62.81	376.84
80	Bank Charges (admin)	01/06/2026		01- Unity Trust Bank		bank charges	Unity Trust bank	X	14.20		14.20
81	Grants	01/06/2026		01- Unity Trust Bank		Grant	Bentham & District Dementi	X	500.00		500.00

RESOLVED to APPROVE the grant to Bentham and District Dementia Group.

**APPROVED - Cllrs Marshall and Whittet to authorise,
Cllr Burton and Marshall to authorise voucher number 77 (staff names redacted)**

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.

RESOLVED to submit: D The Parish Council supports the application.

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.

PROPOSAL to submit B The Parish Council objects on the planning grounds set out below:

Supported statement: *The Parish Council requests that any approved development is designed to be in keeping with the character and appearance of the surrounding area. In particular, the Council notes that the existing properties in the immediate vicinity are predominantly bungalows/single-storey dwellings and considers that any new housing should reflect this established pattern of development.*

The Council also requests that the Local Planning Authority and Highway Authority are satisfied that the proposed access onto Robin Lane provides adequate visibility splays in accordance with current highway safety standards. The visibility splays should be accurately shown on the submitted plans and maintained free from obstruction to ensure the safe ingress and egress of vehicles.

RECORDED VOTE REQUESTED:

FOR: Cllrs Adams, Burton, Marshall, Stannard, Taylor and Whittet.

AGAINST: Cllr MacEley-Young

RESOLVED to submit above statement.

35 Council matters:

35.1 To consider the updated grants policy, application form and evaluation form.

RESOLVED to ACCEPT with the following amendments:

Council prioritises project funding over ongoing operational costs and does not generally fund salaries or wages in section 4.

Delete last bullet point in 7.1.

35.2 To consider the data protection policy.

RESOLVED to ACCEPT.

35.3 To note the GDPR and data retention audit.

RESOLVED to include customer details of the Town Hall. Council noted that a data cleanse was needed in the archive room.

35.4 To consider the Training Policy.

RESOLVED to ACCEPT.

35.5 To consider the Social Media Policy.

RESOLVED to ACCEPT.

35.6 To review the Website Accessibility Statement (annually).

RESOLVED to ACCEPT with an annual review.

35.7 To consider the Committee Terms of References:

35.7.1 Finance and Staffing.

RESOLVED to ACCEPT with the bank mandate reviews annually.

35.7.2 Buildings.

RESOLVED to ACCEPT

35.7.3 Marketing and Development.

RESOLVED to ACCEPT

35.7.4 Open Spaces.

RESOLVED to ACCEPT

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

36.1 To receive the Clerk's report.

RECEIVED request from Council to split the Clerk's report into actions from separate committees and Full Council (appendix E)

36.2 Roadworks in and around Bentham.

Closing of the Main Street has been approved by North Yorkshire Council for water works from 20.07.26 until 31.07.26.

RESOLVED to request that Yorkshire Water be asked to confirm whether its contractors are making full use of available working hours, including weekends, extended hours and, where appropriate, night-time working, to ensure that the 11-day road closure period is the minimum necessary and that disruption to residents is kept to a minimum.

36.3 To consider the defibrillator cabinet at Victoria Institute with electrician's communication.

RESOLVED to replace the defibrillator cabinet using the reserved defibrillator installation budget.

36.4 To consider the Town Crier for Bentham.

RESOLVED not to move forward with the Town Crier this year potential for precept project for next financial year.

36.5 Playground equipment at PHPF and GRPA.

NOTED the issue at the PHPF with the swing bolt has been rectified by the Parish Caretaker.

RESOLVED to replace the seesaw with parts from the manufacturing company, installed by supplier's fitters, NOTED a new quote may be required.

RESOLVED the swing chains have been ordered and will be fitted by the Parish Caretaker.

RESOLVED to AGREE to Clerk continuing to collect quotes for the zip wire.

RESOLVED for Clerk to research grants for play area funding.

36.6 To consider a further TPO request at the PHPF.

RESOLVED to submit a new TPO planning request to North Yorkshire Council after planning approval condition to replace removed tree with a holly tree in the play area, request to replace holly tree with a cherry blossom advised that a new planning application is needed.

37 Staffing Matters:

37.1 To consider the Clerk completing CILCA beginning September 2026.

RESOLVED to AGREE approximate cost of £845+VAT, Council request Clerk stays in position for at least 2 years when training completed.

37.2 To consider the Deputy Town Clerk completing ILCA.

RESOLVED to AGREE approximate cost of £120+VAT.

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)

NOTED that Angus Fire have been granted the variation to their discharge permit at their High Bentham site.

38.2 Angus Fire Update

Read out in full by Chair (appendix F)

38.3 Dr Byrne correspondence (circulated via email)

NOTED Dr Byrne cannot share the River Wenning report as he has signed an NDA, the contract is with Geosyntec who are consultants for Angus Fire.

38.4 Letter from Bentham Community Primary School

NOTED that Bentham Community Primary School has reported play area incidents to the police.

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

Big Spring Clean was a huge success conducted two weeks ago, lots of positive comments verbally whilst happening and on social media. Received further agreements from properties and shops to install community flags within existing holder, community groups are still able to send their logos in. Next Parkrun trial to be held at the golf club is on Saturday 13th June at 8am. Moving forward with bin replacements. Sites have been identified for planters along Main Street. The Boost would like to encourage property owners and shop keepers to continue to keep their areas outside clear and clean.

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

Cllr Marshall for Collingwood and Longstaffe Almshouses has been successful with a grant for the garden area for residents to enjoy.

Cllr Adams briefly attended the LASRUG meeting who reported a successful coffee morning at the Town Hall, raising just over £400.

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

Request to North Yorkshire Council to spray weeds on footpaths.

Clerk reported that Highways had conducted a video survey on Robin Lane near Bowland View to assess for a zebra crossing.

42 Dates of **next meeting:** Buildings Committee Thursday 18th June 2026 7:30pm
RESOLVED to change to Wednesday 24th June 2026 at 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
RESOLVED to change to Tuesday 1st September 2026 at 7:30pm**

Meeting closed at 21:29

C Burrow

**C Burrow
Town Clerk and RFO
Monday 8th June 2026**

Appendix A

Please find your police report for Bentham Town Council meeting 01.06.26

We have had 28 incidents reported between 09.05.26 & 31.05.26

Reports Include – Safeguarding, Sudden death, Road related offence – documents, Firearms admin, harassment/breach, Crime sexual, crime violence, ASB Nuisance person/dogs, ASB online, ASB Nuisance person/dogs, lost property

6 reports Concern for safety/welfare

12.05.26 – RTC – 2 vehicles

23.05.26 – RTC – vehicle via push bike

24.05.26 – RTC – vehicle via wall

25.05.26 & 26.05.26 – RTC – 2 vehicles

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

Annual Internal Audit Report 2025/26

Bentham Town Council

www.benthamtowncouncil.gov.uk

ENTER FULLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	☒	☐	☐
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	☐	☒	☐
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	☒	☐	☐
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	☒	☐	☐
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	☒	☐	☐
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	☐	☐	☒
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	☒	☐	☐
H. Asset and investments registers were complete and accurate and properly maintained.	☒	☐	☐
I. Periodic bank account reconciliations were properly carried out during the year.	☒	☐	☐
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	☒	☐	☐
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")	☐	☐	☒
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	☒	☐	☐
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	☒	☐	☐
N. The authority has complied with the publication requirements for 2024/25 AGAR (see AGAR Page 1 Guidance Notes).	☒	☐	☐
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	☐	☒	☐
P. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.	☐	☐	☒

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

19/05/2026

DD/MM/YYYY

DD/MM/YYYY

Account-ant Yorkshire Limited, AUDITOR

Signature of person who carried out the internal audit

SIGNATURE REQUIRED

R Pearson

Date

19/05/2026

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Bentham Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	☒	☐	<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	☒	☐	<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	☒	☐	<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	☒	☐	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	☒	☐	<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	☒	☐	<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	☒	☐	<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	☒	☐	<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	☐	☐	☒
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	☐	☒	<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

01.06.26 DD/MM/YYYY

and recorded as minute reference:

MINUTE 33.2 REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNED

www.benthamtowncouncil.gov.uk PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2025/26 for

E Bentham Town Council RITY

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	144,622	150,007	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	140,000	150,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	29,867	89,090	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	47,120	69,048	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	117,234	182,743	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	150,133	137,306	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	150,133	137,306	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	677,115	682,474	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	☐	☒	For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

Signed by Responsible Financial Officer before being presented to the authority for approval.

 Date 01.06.26

I confirm that these Accounting Statements were approved by this authority on this date:

01.06.26YYY

as recorded in minute reference:

MINU 33.2EFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Smaller authority name: Bentham Town Council

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

**Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
1. Date of announcement <u>02/06/2026</u> (a) 2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review. Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to: (b) C Burrow, Town Clerk and RFO Bentham Town Hall, Station Road, Bentham, LA2 7LH 01524262587 townclerk@benthamtowncouncil.co.uk commencing on (c) <u>Wednesday 3 June 2026</u> and ending on (d) <u>Tuesday 14 July 2026</u> 3. Local government electors and their representatives also have: - The opportunity to question the appointed auditor about the accounting records; and - The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only. 4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2024. The appointed auditor is: PKF Littlejohn LLP (Ref: SBA Team) 30 Churchill Place London E14 5RE sba@pkf-l.com 5. This announcement is made by (e) <u>C Burrow Town Clerk and RFO</u>	(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below (b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts (c) Insert date, which must be at least 1 day after the date of announcement in (a) above and exactly 30 working days before the date appointed in (d) below (d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July. (e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority

Appendix D

26 May 2026 (2026-2027)

Bentham Town Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 26/05/2026		
	Cash in Hand 01/04/2026		137,305.82
	ADD Receipts 01/04/2026 - 26/05/2026		96,542.71
			233,848.53
	SUBTRACT Payments 01/04/2026 - 26/05/2026		22,286.78
	Cash in Hand 26/05/2026 (per Cash Book)		211,561.75
B	Cash in hand per Bank Statements		
	01- Unity Trust Bank (Current Acco 26/05/2026	94,145.22	
	PSDF (Deposit Account) 26/05/2026	85,000.00	
	Acc for Jnls only - to Allocate recei 26/05/2026	0.00	
	TIP Tourist Info Petty cash 26/05/2026	10.00	
	02 Virgin Money 26/05/2026	32,406.53	
			211,561.75
	Less unrepresented payments		
			211,561.75
	Plus unrepresented receipts		
	Adjusted Bank Balance		211,561.75
	A = B Checks out OK		

Appendix E

Clerks Report May 2026 for June meeting

Meeting with play equipment companies at Goodenber play area to obtain quotes for the seesaw.
Visits from surfacing companies at play areas and following up on quotes still to come in.
Visit from Playdale engineer to assess roundabout at GPA, quote obtained for OS committee.
Open spaces meeting agenda and preparation.
Communication with the architect around the cross at Low Bentham- ongoing.
Communication with tree surgeons regarding a tree at the cemetery and trees on main st/Furness drive.
The cellar gate has been removed, is in Clerk's office awaiting sandblaster to collect.
Communication with damp proofing contractor- awaiting date for works at rear of town hall now the weather has improved.
Chased up the roofing contractor- who is planning to do the works soon.
Weekly play area checks completed.
Town Hall booking communications.
Town Hall inspection list updated for the next year.
MAS inputted on 23.05.26
Policies – Social Media, Training, Data Protection.
Grants process updated and finalised back to Council.
Internal Audit completed to Council.
Blocked drains reported – Main Street, Robin Lane. Missed bins reported to NYC.
Meeting arranged with Street Space and NYC Highways to discuss possible bench and courtesy crossing sites – 3rd June 11:30 via Teams.
AGAR and public rights drafted.
The Rose Garden CAT EOI form submitted to NYC
11th May 2026:
Standing Orders amended to include supplementary questions (30-second limit).
Public Participation Policy updated accordingly.
Financial Regulations amendments completed.
Bank mandates and authorised signatory arrangements continue to be monitored.
Insurance renewal review remains ongoing – awaiting Insurance broker
Internal Audit actions completed – H&S policy
No objections comment submitted for application 26/01844/DVCON.
PFAS correspondence and requests submitted to the Environment Agency email sent 13/05/26.
Public meeting with agencies and regulators proposed for September 2026 email sent 13/05/26.
Cleaner Bentham PFAS report uploaded to the Council website.
Yorkshire Water, United Infrastructure and Highways contacted regarding works and safety concerns email sent 13/05/26
Flag installation near the defibrillator area with OS and Parish Caretaker
CCTV at Goodenber Play Area remains under review.
Bentham Boost and Pioneer Projects meetings supported.
Community grant funding matters remain under review – email sent 13/05/26.
Support confirmed for clean-up week and town enhancement initiatives.
Pioneer Project invited to Boost meeting. Artist meeting arranged for 1/06/26 – 7pm.

Outstanding Actions

Add Town Clerk to Public Sector bank mandate.
Return updated Terms of Reference to Council.
Complete insurance renewal review.
Continue CCTV review at Goodenber Play Area.



Date: 1st June 2026

Bentham Town Council

Dear Mayor, Deputy Mayor and Town Councillors,

The Environment Agency has now approved our permit variation, enabling us to operate our stormwater treatment facility on site.

This is a significant milestone, but it is not the end of our work. Together with our environmental consultants and specialist contractors, we will move on to the next phase of the investigation, which will include deeper onsite drilling to collect soil cores and groundwater samples for testing. We will also install additional monitoring wells to streamline the process for future sampling.

Monitoring wells and the testing of any samples taken will be critical in assessing the effectiveness of any corrective actions/remediation undertaken.

This next phase of deep drilling will be a logistical challenge, due to the large volume of IBCs currently on site. However, it is essential in moving site assessment activities forward so that our consultants can establish the facts and report their scientific findings to the Environment Agency and regulatory bodies, together with any proposed corrective actions and/or remediation required in 2026.

To support this work, we have committed a further £750,000 over the next four months to expand investigation activities on site and increase the resources provided by our consultants and their contractors.

I would like to thank the Town Council, the local community and our employees for their continued support.

Yours faithfully.

Paul Williams
Managing Director