# 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 16th November 2026

**Minutes of Ordinary Meeting of Bentham Town Council - Monday 9th November 2026 at 7:30pm**

**Present: Councillors Adams, MacEley-Young, Stannard, Taylor and Whittet**
**Town Clerk and RFO: C Burrow**
**Councillor David Ireton**
**Bentham News: 2**
**Members of Public: 1**

**113 Apologies from members unable to attend: -**

113.1 To note apologies for absence given in advance of the meeting.
**Cllr Marshall**
113.2 To consider acceptance of reasons for absence – if consideration of reason requested.
**ACCEPTED**

**114 Declaration of Interest:** -

114.1 To note declarations of interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
**Cllr MacEley-Young 121.2 123.1**
114.2 To approve dispensation requests – if dispensation request received.
**NONE**

**115 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).
**NONE**

**116** To **Confirm the Minutes** of the meeting on Monday 5th October 2026 as a true and accurate record.
**RESOLVED to confirm the minutes of the meeting on Monday 5TH October 2026 as a true and accurate record.**

116.1 To confirm the minutes of the meeting on Monday 2nd November 2026 as a true and accurate record.
**RESOLVED to confirm the minutes of the meeting on Monday 2nd November 2026 as a true and accurate record.**
**NOTED: the meeting was unable to proceed as it was inquorate, owing to insufficient members being present. No formal business could therefore be transacted.**

**117** To receive the **Police Report** & allow members to ask questions for information - If any.
**Read out in full by the Chair (appendix A)**

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

**Councillor Ireton read out his report in full (Appendix B), noting that some dates may be slightly incorrect, as the report was originally intended for the inquorate meeting scheduled for 2nd November 2026, which was subsequently rearranged to 9th November 2026.**
**NOTED Councillor Ireton attended a meeting today looking at the development of the North Yorkshire Local Plan, focusing on policies around affordable housing contributions and the impact of new developments on school places, medical provision and doctors' surgeries.**
**It is essential that developers contribute towards the infrastructure needed to support new housing, ensuring that facilities and services keep pace with development rather than continually lagging behind. The focus was on making sure these requirements are firmly embedded in the Local Plan policies.**
**There is still considerable work to do, with the plan expected to go forward for examination by inspectors in 2028.**

**119** Financial Matters:

119.1 To receive and note current bank balances; Unity current account as **£69,640.90** the Public Sector deposit account balance as **£85,000.00** and the Virgin current account as **£30,745.27** with Bank Reconciliation dated **26th October 2026.**
**NOTED (Appendix C)**

119.2 To receive the Interim Internal Audit.
**RECEIVED Clerk to upload to the website.**

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

119.4 To approve the payments

| Vouche | Code | Date | Minute | Bank | Payment Ref. | Description | Supplier | VAT Type | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 215 | Staff pension (admin) | 07/10/2026 | | 01- Unity Trust Bank | | Pension Contribution | NEST | X | 318.19 | | 318.19 |
| 216 | Website (admin) | 07/10/2026 | | 01- Unity Trust Bank | | Website and Hosting | 1&1 Ionos | S | 24.23 | 4.85 | 29.08 |
| 217 | Clerk Mobile | 19/10/2026 | | 01- Unity Trust Bank | | Mobiles | EE Mobile | S | 46.68 | 9.34 | 56.02 |
| 217 | Mobile - Caretaker | 19/10/2026 | | 01- Unity Trust Bank | | Mobiles | EE Mobile | S | 31.38 | 6.28 | 37.66 |
| 218 | Electric Supply (street lighting) | 21/10/2026 | | 01- Unity Trust Bank | | Electricity Street Lights | SSE SWALEC | L | 175.51 | 8.78 | 184.29 |
| 219 | Water Rates (TH) | 26/10/2026 | | 01- Unity Trust Bank | | Waste water bill Town Hall | Waterplus | X | 128.26 | | 128.26 |
| 220 | Remembrance | 19/10/2026 | | 01- Unity Trust Bank | | Poppy Wreath | RBL POPPY Appeal | S | 29.17 | 5.83 | 35.00 |
| 221 | GRPA Playground Upgrade | 19/10/2026 | OS 22.09.26 OS31 | 01- Unity Trust Bank | | Goodenber Road Play Area | Pentagon Sport Limited | S | 6,236.70 | 1,247.34 | 7,484.04 |
| 222 | GRPA Playground Upgrade | 19/10/2026 | OS 22.09.26 OS31 | 01- Unity Trust Bank | MCL62669 50% | Goodenber Road Play Area | Pentagon Sport Limited | S | 10,394.50 | 2,078.90 | 12,473.40 |
| 223 | Office Equipment (admin) | 12/10/2026 | Fin Com F23 19.10.26 | 02 Virgin Money | | Printer and scanner | currys | S | 324.99 | 65.00 | 389.99 |
| 224 | Electrical Repairs | 20/10/2026 | Fin Com F23 19.10.26 | 02 Virgin Money | | CCTV Hard Drive and DVR | CCTV42 | S | 475.00 | 95.00 | 570.00 |
| 225 | HMRC for staff | 20/10/2026 | | 01- Unity Trust Bank | | HMRC PAYE etc | HMRC | X | 4,498.27 | | 4,498.27 |
| 226 | Chairman allowance (admin) | 21/10/2026 | | 02 Virgin Money | | Test transfer | Unity Trust bank | X | 10.00 | | 10.00 |
| 227 | Trade Waste (TH) | 22/10/2026 | | 01- Unity Trust Bank | | Trade Waste | North Yorkshire County Co | X | 68.18 | | 68.18 |
| 228 | Town Hall Staff (TH) / Caretak | 30/10/2026 | | 01- Unity Trust Bank | | Salary | [redacted] | X | 1,278.41 | | 1,278.41 |
| 229 | Town Hall Staff (TH) / Caretak | 30/10/2026 | | 01- Unity Trust Bank | | Salary | | X | 285.60 | | 285.60 |
| 230 | Clerk salary (admin) | 30/10/2026 | | 01- Unity Trust Bank | | Salary | | X | 2,680.92 | | 2,680.92 |
| 231 | Internet | 06/10/2026 | FC 19.02.24 264 | 01- Unity Trust Bank | | Internet | SKY | S | 60.45 | 12.09 | 72.54 |
| 232 | Electric (TH) | 06/11/2026 | FC 01.09.25 100.4 | 01- Unity Trust Bank | | Electricity at Town Hall | British Lite Gas | L | 161.60 | 8.08 | 169.68 |
| 232 | Electric (TH) | 06/11/2026 | FC 01.09.25 100.4 | 01- Unity Trust Bank | | Electricity at Town Hall | British Lite Gas | Z | 197.44 | | 197.44 |
| 233 | Gas (TH) | 26/10/2026 | FC 01.09.25 100.4 | 01- Unity Trust Bank | | Town Hall Gas | British Lite Gas | L | 176.41 | 8.82 | 185.23 |
| 234 | Bentham Boost | 02/11/2026 | | 01- Unity Trust Bank | | Bentham News advert for the E | Bentham News | X | 41.40 | | 41.40 |
| 235 | Cleaning and Sanitary Supplies | 02/11/2026 | | 01- Unity Trust Bank | | Cleaning Products | Thomas Graham | S | 15.16 | 3.03 | 18.19 |
| 236 | Parish Caretaking (OS) | 02/11/2026 | OS 21.09.26 OS33 | 01- Unity Trust Bank | | No Dog Fouling SIgn - The Gre | Alpha Signs and Design | S | 40.70 | 8.14 | 48.84 |
| 237 | Sundries at TIP (TIP) | 21/10/2026 | M&D 20.10.26 MD8 | 02 Virgin Money | | Ordnance Survey Maps for TIP | Dash4It | S | 52.45 | 10.49 | 62.94 |
| 238 | Running costs (defib) | 02/11/2026 | FC 11.05.26 20.8 | 01- Unity Trust Bank | | Defibrilator Battery - Medical C | WEL Medical | S | 240.95 | 48.19 | 289.14 |
| 239 | Bentham Boost | 02/11/2026 | | 01- Unity Trust Bank | | Bentham Boost Flags installatic | Kingsdale Projects | X | 123.75 | | 123.75 |
| 240 | Electrical Repairs | 02/11/2026 | 06.08.26 B11 | 01- Unity Trust Bank | | Emergency Lighting Repairs | Howsons Ltd | S | 432.30 | 86.46 | 518.76 |
| 241 | Grass Cutting (OS) | 02/11/2026 | OS28.05.26 OS7 | 01- Unity Trust Bank | | Grass cutting / parish caretakir | Kingsdale Projects | X | 1,512.17 | | 1,512.17 |
| 241 | Parish Caretaking (OS) | 02/11/2026 | OS28.05.26 OS7 | 01- Unity Trust Bank | | Grass cutting / parish caretakir | Kingsdale Projects | X | 360.00 | | 360.00 |
| 241 | PHPF (OS) | 02/11/2026 | OS28.05.26 OS7 | 01- Unity Trust Bank | | Grass cutting / parish caretakir | Kingsdale Projects | X | 470.00 | | 470.00 |
| 241 | Grass Cutting (cemetery) | 02/11/2026 | OS28.05.26 OS7 | 01- Unity Trust Bank | | Grass cutting / parish caretakir | Kingsdale Projects | X | 242.82 | | 242.82 |
| 241 | Bygone Trail | 02/11/2026 | OS28.05.26 OS7 | 01- Unity Trust Bank | | Grass cutting / parish caretakir | Kingsdale Projects | X | 137.50 | | 137.50 |
| 242 | Sundries at TIP (TIP) | 21/10/2026 | M&D 20.10.26 MD8 | 02 Virgin Money | | Honesty Box | Amazon | S | 9.99 | 2.00 | 11.99 |

| Vouche | Code | Date | Minute | Bank | Payment Ref. | Description | Supplier | VAT Type | Net | VAT | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 243 | Bentham Boost | 02/11/2026 | | 01- Unity Trust Bank | | Flags for Bentham Boost | Made Perfect Ltd | S | 930.00 | 186.00 | 1,116.00 |
| 244 | Bentham Boost | 02/11/2026 | | 01- Unity Trust Bank | | Trails for Bentham Boost | Hanpainted Decorating anc | X | 2,000.00 | | 2,000.00 |
| 245 | Maintenance at Town Hall (TH) | 02/11/2026 | FC 05.10.26 108.3 | 01- Unity Trust Bank | | Painting or WR and entrances | Barbara Rothwell | X | 733.00 | | 733.00 |
| 245 | Decoration | 02/11/2026 | FC 05.10.26 108.3 | 01- Unity Trust Bank | | Painting or WR and entrances | Barbara Rothwell | X | 800.00 | | 800.00 |
| 246 | Parish Caretaking (OS) | 02/11/2026 | FC 05.10.26 108.2 | 01- Unity Trust Bank | | Tree Survey | Jon Oliver | X | 775.00 | | 775.00 |
| 247 | Bank Charges (admin) | 31/10/2026 | | 01- Unity Trust Bank | | bank charges | Unity Trust bank | X | 13.45 | | 13.45 |
| 248 | Internet | 28/10/2026 | | 01- Unity Trust Bank | | Email & web Hosting | 1&1 Ionos | S | 24.23 | 4.85 | 29.08 |
| 249 | Bentham Boost | 02/11/2026 | | 01- Unity Trust Bank | | Bentham Boost Admin | Laura Davy Admin Solution | X | 735.00 | | 735.00 |
| | | | | | | | | Total | 37,291.76 | 3,899.47 | 41,191.23 |

**RESOLVED to APPROVE to be authorised by Cllr Stannard and Cllr Whittet.**
**NOTED that the contractual payments of vouchers 241 and 249 were authorised by Cllr Marshall and Cllr Adams prior to meeting (staff names redacted).**

**120** To consider and comment upon **New Planning Applications**:

120.1 26/04334/LB Listed building consent for new signage, 15B Main Street, High Bentham, LA2 7LG
**PARISH COMMENT CLOSED – further extension denied**

120.2 26/05844/LB Listed building consent for the installation of PV panels to existing south east roof slope, Calf Cop Cottage, Burton Road, Low Bentham, LA2 7ET
**PARISH COMMENT CLOSED – further extension denied**

120.3 26/06188/FUL Change of use of land to 3 no. residential gardens and external alterations to dwellings at Oysterber Farm, Oysterber Farm, Burton Road, Low Bentham, LA2 7ET
**RESOLVED to submit: D The Parish Council supports the application.**

120.4 PP-15113840 26/04991/ADV 8 Main Street, Bentham – WITHDRAWN
**NOTED**

120.5 26/00114/NREFLB 26/00080/LB Calf Cop, Low Bentham – Applicant appealing.
**NOTED**

**121 Council matters:**

121.1 To receive the Clerk's report.
**RECEIVED (appendix D)**

121.2 To consider the PFAS and Environmental Concerns Community Liaison Group with community consultation update.
**RESOLVED that, following the public consultation, the Council agreed not to establish a Community Liaison Group, noting that 69% of respondents answered no and 31% answered yes when asked whether there was a need for one.**
**RESOLVED that the Council hold a further public meeting regarding environmental concerns, inviting the relevant regulators to attend early in 2027, similar to the meeting held in June 2025.**
**(The report is on the Council website in associated documents for this meeting).**

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

122.1 To note The Sidings/Harley Bank car park area update.
**NOTED that the nomination to have The Sidings/Harley Bank car park area listed as an Asset of Community Value had been validated on 15th October 2026, having met the requirements of the Localism Act 2011. The nomination is now being assessed against the community value criteria, with a decision expected no later than 9th December 2026.**

122.2 Roadworks in and around Bentham.
**NOTED that all roads affected by Yorkshire Water's works have been reinstated to the same standard as before, or better, and that North Yorkshire Council is satisfied with the remedial works completed.**

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**Main Street, Bentham, is scheduled to close for 11 days in January 2027, North Yorkshire Council has requested a schedule of works from the contractor.**
**RESOLVED the Council request further information and assurances regarding the planned works, including the use of extended working hours, confirmation of dates and advance communication with the public, Angus Fire and businesses located on Bentham Business Park.**

122.3 To receive an update on the Goodenber Road Play Area works.
**NOTED the Clerk reported that works at Goodenber Road Play Area were progressing well. Preparatory works had been completed the previous week, including excavation around the ski slider and embankment slide. The zip wire area had also been excavated, with a new hard surface laid and compacted in preparation for the new rubber safety mulch.**
**A picnic bench located within the equipment area had been removed as it was in a fall space of a piece of equipment, however due to removal it is no longer suitable for use.**
**The main contractor commenced work on Monday 9th November 2026. Parts for two pieces of equipment had been delivered and the contractor had begun removing the existing seesaw and swing set.**
**RESOLVED to APPROVE the additional costs incurred for contractor welfare facilities, a water bowser and the installation of safety fencing by the initial contractor to ensure the site remains secure.**
**NOTED despite these additional costs, the project remains within budget.**

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

123.1 Angus Fire update.
**Read out in full by the Chair (appendix E)**

**NOTED that approximately 25 members of the Environment Agency (EA) visited Bentham, which the Town Council Chair and Deputy were invited to attend. The Chair spoke on behalf of the people of Bentham, openly raising residents' concerns about the impact of environmental issues and the difficulties experienced when trying to contact the EA & other public bodies, to obtain information and access support. The Chair highlighted how frustrating and isolating it can be for residents when they are unable to speak directly to someone who understands their concerns. The meeting provided an opportunity to share local experiences and raise these issues directly with senior EA representatives.**

123.2 Draft order of a disabled parking bay Robin Lane, Bentham.
**NOTED**

123.3 HARP liaison group meeting Wray 18th November 2026.
**RESOLVED for the Clerk to attend the Stakeholders liaison group.**

123.4 Request from Low Bentham Women's Institute
**NOTED that the gas supply issue had been resolved following the failure of a solenoid. New signage and instructions have been installed to make the cooker easier to operate and the gas cooker will be checked weekly to ensure it is functioning correctly. The Caretaker was unaware of the fault when contacted by the Women's Institute and no issues had been reported during previous coffee mornings.**
**RESOLVED: To offer Low Bentham Women's Institute an additional coffee morning free of charge in recognition of the disruption caused to their previous booking.**

123.5 Local Plan Scoping Consultation and consultation on the Draft Engagement Strategy.
**DEFERRED to the next meeting to allow Council members sufficient time to review the document before providing a response.**

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

**Councillor Whittet gave an update; three new bins had been installed on Bentham Main Street. The Curry Night held at the Town Hall on Saturday 7th November was a great success and the Boost team is hoping to hold a similar event with a slightly different format. Initial feedback has been positive, with attendees particularly enjoying the food, live band and bring-your-own-bottle arrangement. The Boost team would welcome further feedback from attendees.**
**Community group flags had been removed following an amber weather warning for strong winds, as a precaution for health and safety reasons. These will be reinstated in Spring 2027.**
**RESOLVED to extend the Council's Task and Finish Group until end of March 2027 to allow the Bentham Boost team to complete ongoing projects and any outstanding evaluations, with the Administrator remaining in post.**

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

**Councillor Stannard had attended a meeting of Bentham Common Lands, where the intention to wind down the charity and potentially transfer its responsibilities to the Town Council was discussed. The land includes an area rented to the Woodland Trust and a layby used by North Yorkshire Council for the storage of winter grit. It was noted that private organisations renting these areas should have appropriate insurance in place. The lands are within the parish of Bentham.**

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

**Request Cleveland Square and Grasmere public conveniences building updates on the agenda.**
**Remembrance Service on Wednesday 11th November at 11am, Cllr Stannard to lay the wreath and the Clerk to read out the names of the fallen, on behalf of the Council.**
**That Network Rail had responded regarding the area near the railway bridge between Low Bentham and Wennington. Following the recent heavy rainfall, inspectors had visited the site and confirmed that the vegetation debris reported by a member of the public did not present a risk of potential flooding.**

**127** Dates of **next meeting:**

| | |
|---|---|
| **Finance -** | **Budget, Grants, Precept (All Council members)** |
| | **Monday 23rd November 2026 at 7:00pm, Lower Hall** |
| **Full Council:** | **Monday 7th December 2026 at 7:30pm, Lower Hall** |

**Meeting closed at 20:39**

*C Burrow*

**C Burrow**
**Bentham Town Clerk and RFO**
**Monday 16th November 2026**

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## Appendix A

Revised police report for your meeting 09.11.26
01.11.26 to 05.11.26
10 incidents – Reports include - Highways – sheep/Cows/pig, alarm sounding, Abandon call, domestic incidents, concern for safety/welfare, Sudden death & criminal damage to property

Please find your police report for Bentham Town Council meeting 02.11.26

We have had 35 incidents reported between 05.10.26 & 31.10.26
Reports Include – Firearms admin, safeguarding, Crime sexual, abandon calls, alarm sounding – False, Road related offence – manner/suspect drug driving, Highways – Cows/Electric cable/vehicle rolled (handbrake) vehicle blocking drive, suspect circumstance – person filming Carpark/ vehicle Mewith Lane, ASB Nuisance youth – Low Bentham, harassment, found property, Criminal damage to vehicle & Sudden Death
Update - Theft of Electric bike – reported 17.09.26 – 09.10.26 - Bike found King Street & returned to owner
3 reports - Concern for welfare/safety/missing – joint partnership working/Fire/Ambulance
08.10.26 – Burglary Low Bentham
10.10.26 - RTC – 2 vehicles
11.10.26 - RTC – Single vehicle/wall
12.10.26 - Criminal/Fire damage to toilet
21.10.26 – X2 - Burglary – High 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**

Approval has been given to progress a Direct Award for a strategic partner to deliver the Integrated Community Equipment Loan Service from 1 April 2027, following expiry of the current contract on 31 March 2027.

The Integrated Community Equipment Loan Service is a critical jointly funded health and care service that supports hospital discharge, admission avoidance, rehabilitation and independence at home across North Yorkshire and York. It provides, delivers, collects, maintains, cleans and recycles equipment that supports people to remain safe and independent at home. This includes items such as beds, hoists, walking aids, bathing equipment and pressure care mattresses. Approval has been given to award the contract to Medequip Assistive Technology Limited

I would like to provide an update regarding the repair works at **Millers Ford, Low Bentham**.

I am pleased to advise that the works have now been awarded to a contractor, The first phase involves the replacement of the footbridge deck boards with GRP deck. The order for the GRP deck was placed by our contractor at the beginning of last month, and delivery of the new decking materials is currently expected by mid-November, with approximately one additional week required for installation. The contractor will start removing existing deck expectedly week ending 6th November.

Subject to weather conditions, timely delivery of materials, and any unforeseen issues identified during the works, we are hopeful that the footbridge will be reopened to pedestrians before the end of November 2026.

**Appendix C**

26 October 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)*

| | | | |
|---|---|---|---|
| | **Bank Reconciliation at 26/10/2026** | | |
| | Cash in Hand 01/04/2026 | | 137,305.82 |
| | **ADD** | | |
| | Receipts 01/04/2026 - 26/10/2026 | | 200,780.05 |
| | | | 338,085.87 |
| | **SUBTRACT** | | |
| | Payments 01/04/2026 - 26/10/2026 | | 153,797.24 |
| **A** | **Cash in Hand 26/10/2026** (per Cash Book) | | **184,288.63** |
| | Cash in hand per Bank Statements | | |
| | 01- Unity Trust Bank (Current Acco 26/10/2026 | 69,640.90 | |
| | PSDF (Deposit Account) 26/10/2026 | 85,000.00 | |
| | Acc for Jnls only - to Allocate recei 26/10/2026 | 0.00 | |
| | TIP Tourist Info Petty cash 26/10/2026 | 10.00 | |
| | 02 Virgin Money 26/10/2026 | 30,745.27 | |
| | | | **185,396.17** |
| | Less unpresented payments | | 1,107.54 |
| | | | 184,288.63 |
| | Plus unpresented receipts | | |
| **B** | **Adjusted Bank Balance** | | **184,288.63** |
| | **A = B Checks out OK** | | |

# Appendix D

**CLERK'S REPORT for November 2026**

**Full Council Actions**

The public consultation, due to close on 12th October 2026, is complete and a report has been prepared for Council. The Council's data protection policies and Equality and Diversity Policy have been amended and uploaded to the website.

Town Hall compliance arrangements, including the audit, risk assessment, terms and conditions, evacuation plans and staff training, are planned to commence in January 2027.

The community car park Asset of Community Value application has been completed.

North Yorkshire Council has confirmed that the January 2027 Main Street road closure for Yorkshire Water works will require reinstatement to the same standard or better. The previous remedial works have been completed and inspected.

The North Yorkshire Council consultation has been promoted online.

Network Rail was contacted regarding debris potentially affecting drainage, but no response has been received.

The Clerk continues to follow up with two Members regarding outstanding Sexual Harassment Legislation training.

**Finance Actions**

The invoice relating to payment 104 has been located and circulated to Members; this was a Myers payment for the play area. The Q2 HMRC payment has been authorised and paid.

Unity Trust access remains outstanding for Cllrs MacEley-Young and Stannard, who need assistance with their memorable words. Cllr MacEley-Young has successfully accessed Virgin Money, with further follow-up potentially required for Cllr Whittet.

The Clerk is awaiting a response from the interim auditor regarding minute-signing requirements. Regular inspections will now be included on relevant Committee agendas.

Quotations for outstanding projects continue to be obtained for the 2027/28 budget.

The Lone Working Policy Buddy System has been updated, with all staff completing their details.

The Finance Committee precept meeting has been rearranged from 17th November to **Monday 23rd November 2026 at 7.00pm**, due to room accessibility. The Chair's actions regarding the Clerk's updated contract and appraisal remain outstanding or in progress.

**Buildings Actions**

**Bentham Town Hall**

Fire door works costing £13,854.20 have been agreed with Tyrers, with completion hoped for in January 2027. Decorating works are progressing, with painting completed, skirting boards agreed and radiator installation planned for the week beginning 2nd November. The remaining carpeting and joinery arrangements are being coordinated.

**Open Spaces Actions**

**Goodenber Play Area**

Pentagon's quotation of £20,789 plus VAT has been accepted. Works are scheduled to commence on **9th November 2026**, with Robert Taylor due to start on 2nd November. An on-site meeting is arranged for **Wednesday 28 October at 11.00am**, with Council Members invited, to confirm the required works alongside Robert and safety spaces around equipment. The public has been notified of the temporary closure from 2nd November.

**Grass Cutting Tender**

The 2027–2030 grass-cutting tender has been advertised on the Council website, social media and in the November edition of the *Bentham News*. Documentation is being sent to contractors. The submission deadline is **Friday 13th November 2026 at 12 noon**.

**Tree Management and Other Actions**

The Tree Management Policy has been amended and uploaded to the website. Following insurers' advice, Full Council agreed to a tree survey at an estimated cost of £775 for three years, covering Council-owned and leased areas including the Cemetery, Goodenber Play Area, Philip Harvey Play Area and The Green. Provision will be considered in the 2027/28 budget for further tree works.

The 'No Dog Fouling' sign at The Green has been installed. Tom has confirmed that he is willing to cut back roadside vegetation along Mill Lane towards the Punch Bowl. This work remains to be arranged.

The next Open Spaces Committee meeting is scheduled for **Monday 8th February 2027**.

**Marketing and Development Actions**

The Marketing and Development Committee met on 20th October 2026 and elected Cllr Stannard as Chair.

The Committee resolved to migrate the Council website to a .gov.uk domain and establish .gov.uk email accounts for the Clerk and Councillors. The hosting company has been contacted and recommends managed WordPress hosting to support ongoing technical maintenance and plugin updates. The migration could take up to six months, with appropriate communication required throughout.

The AboutBentham website will be retained, hosted separately and opened to contributions from community groups.

The Tourist Information Point continues to operate well, with positive public engagement. A locked cash box has been purchased and fixed to the table following the theft of the honesty box, and Ordnance Survey maps have been purchased for resale. A review and tidy-up of the TIP is planned before the end of 2026 to prepare for the 2027 season. A stock take has been conducted.

Town Hall bookings have increased slightly, particularly for the Ballroom. Social media continues to promote events and bookings and the Chair of the Council will be added to the Town Hall social media account.

The Committee agreed to produce a newsletter-style report highlighting Council achievements, completed projects and future priorities, potentially twice yearly. It also resolved to request an annual budget of **£1,000** for marketing projects and the continued operation of the TIP.

The next Marketing and Development Committee meeting is **Monday 15th February 2027 at 7.30pm**.

**Bentham Boost**

Bentham Boost payment claims and return documentation were submitted at the end of September 2026. Repayment is awaited.

The flags were removed by the Clerk and her husband after five clips came loose and an amber weather warning was issued for Saturday 24th October. Their reinstatement will need to be considered when conditions and fittings are suitable.

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**Appendix E**

Date: 2nd November 2026

Bentham Town Council

Dear Mayor, Deputy Mayor and Town Councillors,

I am pleased to confirm that the meeting with the Environment Agency took place last month. Our independent environmental consultants presented the Bentham 'Site Condition Report', produced following an extensive two-year investigation. The report details the condition of land and groundwater at our facility.

The Environment Agency recognised the scale of the investigation, noting the advanced drilling and boring methods used to collect a comprehensive range of soil and groundwater samples, at depth, for external laboratory analysis.

The discussions were constructive and we now await formal feedback from the Environment Agency on any further activities they require Angus to undertake. This will then allow our independent environmental consultants to initiate a 'Detailed Quantitative Risk Assessment' on any additional PFAS-impacted areas on site to determine whether further corrective actions or remediation are required.

I would like to thank the Mayor, Deputy Mayor and Councillor David Ireton for attending a separate meeting with the Environment Agency's Chair and Board, who had requested a visit to Angus to better understand what we are doing to address the legacy PFAS issue at our site.

I appreciated you speaking openly to the Board about the impact of recent media coverage on the local community and the importance of independent information being provided by the relevant public bodies, alongside the regular updates received from Angus Fire.

As stated previously, the continued support we receive from the Town Council, the local community and our employees is greatly appreciated.

Yours faithfully,

*Paul Williams*
Managing Director

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