

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:
Cllr. Roger Handley

Vice-Chairman/Deputy Mayor:
Cllr. Ann Walmsley

Town Clerk:
Mrs. C. Benbow



Council Offices
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V.A.T. Reg.No: 164 8707 80

Minutes of the Annual Meeting of the Town Council held at the Victoria Hall on Monday 12 May 2025 commencing at 7pm.

Present: Cllr. R. Handley – **Chair**

Cllr. T. Thomas, Cllr. A. Walmsley, Cllr. E. Walmsley, Cllr. J. Mason, Cllr. W. Tych

Mrs. C. Benbow – Town Clerk

In attendance: 13 members of the public and Westmorland and Furness Unitary Councillor Tim Bloomer.

Minute Ref:

Agenda No:

C25/01 Council Chairman for the Council Year 2025/26

1

Cllr. Roger Handley was elected Council Chairman for the Council Year 2025/26 from the current Council membership and the Acceptance of Office form was signed and received.

C25/02 Vice-Chairman for the Council Year 2025/26

2

Cllr. Ann Walmsley was elected Council Vice-Chairman for the Council Year 2025/26 from the current Council membership and the Acceptance of Office form was signed and received.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C25/03 Apologies for Absence

3

Apologies were received from Cllr. Jane Walmsley who was absent due to a work commitment.

RESOLVED

That apologies from Cllr. Jane Walmsley, who was absent due to a work commitment, were approved.

C25/04 Reports

4

Westmorland and Furness Unitary Council Report

Unitary Councillor Andy Hull sent his apologies and Unitary Councillor Tim Bloomer reported that:

1. **Annual Plan** - the Westmorland and Furness (WAF) Annual Plan has been created.
2. **Lido** – a press release was issued on Friday last week. There will be a delay in opening as the Unitary Council is in adjudication with the contractors around disputes regarding the works. The work is costing around £6.8 million so it is important that best value is secured. WAF are optimistic that the delay will be relatively short.
3. **Development Management** – a map of proposed sites for development will be published this week. This is a draft map, showing all proposed sites, and is not an indication of definite development.

Mayor's Report

Mayor Cllr. Handley thanked the Councillors for voting him as Chairman again and thanked the council staff for their work, looking forward to continuing to work with the whole team.

C25/05 Public Participation: Public Have Your Say

5

Resident 1

Made representation to members regarding the Band Concerts, speaking as a band member to object to the prohibition of parking in Park Road Gardens, and expressing concern that, in Item 22 on the agenda, the Town Council would be considering paying half towards installation of the bollard by Westmorland Council. The Town Council were asked to reject this proposal.

TOWN COUNCIL OF GRANGE-OVER-SANDS

Resident 2 Made representation to members regarding:

- a. Band Concerts – expressing concern that parking in Park Road Gardens has been banned, querying the details of the incident with a vehicle in the Gardens and expressing concern about how vehicles are managed at Prom Art events.
- b. Lido and Prom – requesting a progress report on the refurbishment works.
- c. Spar Development – querying what is happening at the site.

Resident 3

Made representation to members, speaking as the Chair of the Trustees of Save Grange Lido. They had a positive meeting with Westmorland and Furness Council (WAF) last week and are committed to working with them to further their plans, which include eventually bringing the pool back to life. They hope to arrange a site visit to see what they will be taking on and are pleased that WAF are sorting any problems out, as the last thing they want is a site that is not fit for purpose from the outset.

Resident 4

Made representation to members regarding funding for the Prom Gardeners. The Chairman responded that this was a matter for Westmorland and Furness Council, as they provide the funding. Unitary Councillor Tim Bloomer responded that he is aware of the problem, is working with the Locality Board and hopes to find a resolution on this matter.

Resident 5

Made representation to members that the Town Council, though it has limited powers, should have influence with Westmorland and Furness Council.

Resident 6

Made representation to members regarding the Band Concerts, speaking on behalf of the bands, that not being able to park in the park is a problem for them, and offering to meet with the Town Council to see how to take things forward next year.

Made representation to members regarding:

Resident 7

- a. Explosion at Kents Bank – unhappy with the response from Lancet Homes on this and asking if the Town Council received any more information than the public did. The Chairman responded that the Town Council did not receive any more information.
- b. Main Street – querying why part of the road opposite Yewbarrow Terrace had been closed. The Chairman responded that this was a question for Westmorland and Furness Council Highways Department and referred it to Cllr. Bloomer.

TOWN COUNCIL OF GRANGE-OVER-SANDS

Council Response

The Chairman further responded that the Lido and Prom refurbishment are being carried out by Westmorland and Furness Council, who own the assets. They put out a press release on Friday last week and Cllr. Bloomer has given a further report this evening at Item 4.

The development at the Spar site is a matter for the owners of the site, Westmorland and Furness have granted planning permission but beyond that, no more is known.

Regarding the Band Concerts, and in response to the queries in 'Have Your Say' about the incident at Park Road Gardens, the Chairman made the following statement:

Grange Town Council - Band Concerts – Further update

Further to our update published in Grange Now, on Facebook and our website, some further clarification:

1. Before the Town Council meeting on Monday 12 August 2024, an incident was reported to the Town Council Chairman, by Westmorland and Furness Unitary Councillor Andy Hull. The Unitary Councillor had been present in Park Road Gardens, the previous day, Sunday 11 August, when the incident took place.
2. The Chairman was told that there was a near-miss in Park Road Gardens, involving a vehicle and a small child.
3. Thankfully, there was no accident, but it raised serious concerns about safety and highlighted again the problem of having vehicles in the park.
4. Such a serious matter required an immediate response and, as the Town Council is responsible for ensuring the safety of the event, Town Councillors Roger Handley, Claire Logan, Jane Walmsley, and Tricia Thomas, along with Unitary Cllr. Andy Hull and the Town Clerk discussed the incident after the closure of the Town Council meeting.
5. It was agreed that Westmorland and Furness Council, as the owners of the park, should be notified of the reported incident and the message that no parking was allowed in the park reiterated to Charity and Co. This was actioned on Tuesday 13 August 2024.

C25/06

Minutes of the Previous Meeting

6

RESOLVED

That the Minutes of the Meeting of the Town Council held on Monday 7 April 2025 were accepted as a true record.

C25/07

Declarations of Interests and Dispensations

7

NOTED

No interests were declared.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C25/08 Public Bodies (Admission to Meetings) Act 1960 – Excluded Item

8

RESOLVED That item 20, Victoria Hall Security System, should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as it contains commercially sensitive information.

C25/09 Planning Report

9

1. Members considered the following full or outline planning permission/reserved matters/discharge of conditions/listed building/change of use/advertising consent or appeal:

- a. 2025/0600/HOU
72 KENTSFORD ROAD GRANGE-OVER-SANDS LA11 7BB
Proposed two storey front porch extension and alterations to front and rear dormers.
Alteration of two front elevation ground floor windows into bifold and sliding doors.
(*Extension to comment requested*)

RESOLVED
NO OBJECTION

- b. 2025/0705/FPA
Full Application
Methodist Church Kents Bank Road GRANGE-OVER-SANDS LA11 7EY
Demolition of parts of the building and erection of a new extension with external works.

RESOLVED
NO OBJECTION

- c. 2025/0751/FPA
Full Application
Cooperative Supermarket Kents Bank Road GRANGE-OVER-SANDS LA11 7EY
Construction of new single storey pitched roof infill to the rear, installation of new railings, redecoration of the shop front, new ATM position and surround, redecoration of ramp handrails & installation of new window to rear.

RESOLVED
NO OBJECTION

TOWN COUNCIL OF GRANGE-OVER-SANDS

d. 2025/0636/HOU

Householder

Staingarh Cardrona Road GRANGE-OVER-SANDS LA11 7EW

Installation of two external cantilevered canopies over an existing off road parking area.

RESOLVED

NO OBJECTION

e. 2025/0762/FPA

Full Application

1, Westcliffe Gardens Flats Westcliffe Gardens Grange-over-sands LA11 6BS

Demolition of a 6-metre stretch of 1-metre-high stone garden wall for the creation of an off-road parking area with a permeable asphalt surface

RESOLVED

NO OBJECTION

2. Decisions - Members noted that the following decisions had been made since the last Full Council meeting:

- a. 2024/0582/FPA FORMER AGE CONCERN UK LINDALE ROAD GRANGE-OVER-SANDS LA11 6EE Full Application Approved with Conditions
- b. 2024/2422/FPA CEDRIC WALK GRANGE-OVER-SANDS CUMBRIA LA11 7DG Full Application Refused
- c. 2025/0069/HOU 7 ROWANSIDE GRANGE-OVER-SANDS LA11 7EQ Householder Approved with Conditions
- d. 2025/0627/OPA HARTLANDS 2 FERNHILL ROAD GRANGE-OVER-SANDS LA11 7JD Outline Application Not Progressed
- e. 2025/0001/HOU 52 PRIORY CRESCENT GRANGE-OVER-SANDS LA11 7BL Householder Approved with Conditions
- f. 2025/0391/HOU ALDERLEY THE HEADS GRANGE-OVER-SANDS LA11 7EE Householder Approved with Conditions
- g. 2023/1200/FPA 3 BERRIEDALE TERRACE GRANGE-OVER-SANDS LA11 6ER Householder Refused

C25/10

Band Concerts

22

- a. Members noted the update on the 2025 Band Concert season as published in '*Grange Now*', on Facebook, and on the website.
- b. Members noted that Westmorland and Furness Council have installed a bollard at Park Road Gardens to prevent the public parking in the Gardens.

TOWN COUNCIL OF GRANGE-OVER-SANDS

- c. Members considered the expenditure from the Community Infrastructure Levy (CIL) reserve of a contribution of £764.00 towards the installation, which is half of the total cost.

RESOLVED

That the expenditure, from the Community Infrastructure Levy (CIL) reserve, of a contribution of £764.00 towards the Westmorland and Furness Council's installation of the bollard at Park Road Gardens, which is half of the total cost, was approved.

- d. Members considered applying for permission from Westmorland and Furness Council to hold the band concert events this year.

RESOLVED

That the Town Council will apply for permission from Westmorland and Furness Council to hold the band concert events this year.

C25/11 Finance - Monthly Payments

10

a. Verification of Expenditure

NOTED

That prior to the meeting one Councillor verified invoices received and payments made since the last full council meeting prior to the council meeting and could verify their authenticity.

b. Verification of Accounts Reconciliation

NOTED

That prior to the meeting one Councillor verified that the monthly bank reconciliation had taken place.

c. Approval of Payments

RESOLVED

That the payments of the accounts and wages for this finance period as recorded in the payments list were approved as below.

d. Identification of Councillors to approve next finance period payments

RESOLVED

That Cllrs. Thomas and Mason would verify the invoices and payments for the next payment period.

TOWN COUNCIL OF GRANGE-OVER-SANDS

e. Identification of Councillors to complete online authorisation of payments

RESOLVED That Cllrs. Handley and A. Walmsley would complete online authorisation of payments for the next payment period.

TOWN COUNCIL OF GRANGE-OVER-SANDS

GRANGE-OVER-SANDS TOWN COUNCIL

Payments for Approval

May 2025

Accounts for Payment

Bank Account No. 1 - Direct Debit

Bank Account No. 1 - Cheque

Total Bank Account No. 1

£

-

-

-

Bank Account No. 2 - Direct Debits

14	Lloyds Bank Plc - Card April 2025 - Monthly fee	3.00
15	WFC - 2/10 Non Dom Rates V Hall	798.00
16	WFC - 2/10 Non Dom Rates Rooms 1 & 3 / Council office	167.00
17	WFC - 2/10 Non Dom Rates Room 4	94.00
18	Npower - Elec V Hall 01/03-31/03/25	233.66
19	Npower - Elec Church Hill PC 01/03-31/03/25	88.92
20	Npower - Elec Prom PC 01/03-31/03/25	41.74
21	Npower - Elec Xmas Tree lights 01/03-31/03/25 (recoverable)	17.97
22	Corona Energy - Gas V Hall 01/03-01/04/25	910.52
23	Sage - Support 01/05-31/05/25	109.20
24	BT - Tel & Broadband 01/05-31/05/25	56.29

Bank Account No. 2 - Direct Bank Payments

25	WFC - Bandstand and Store annual rent from April 2025	37.50
26	Charity & Co - Freezer	80.00
27	Lamont Pridmore - Payroll services Jan - Mar 2025	495.60
28	UK Office Direct - Refuse bags, toilet rolls, hand towels	151.88
29	Lengthsman - 01/04-30/04/25	652.96
30	The Lawn Man - Recreation Ground maintenance - 01/04-30/04/25	409.00
31	KTD - HP Probook i5 laptop & Targus case inc. annual support	1,548.00
32	KTD - Systemcare IT cover Dell Latitude 5340 30/03/25-29/03/26	558.00
33	KTD - 5 x Cloud backup and monitoring 01/06-30/06/25	61.80
34	KTD - Photocopying 31/03-30/04/25	157.78
35	Healthmatic - PC cleaning 01/05-31/05/25	1,645.49
36	Debbie's Cleaning - V Hall cleaning 01/04-30/04/25	648.00
37	Turnstone HR - HR support 01/05-31/05/25	60.00
38	J Davenport - Clean int. office, ground floor ext. windows & bus shelter	36.00
39	LED Panel Store - 6 x LED panel lights for offices	339.60
40	Lancasters - Batteries, padlock, tape, brackets, wrench	36.75
41	Screwfix - 3 x Door closers & 2 x U-bolts	206.75

Total Bank Account No. 2

9,645.41

Total Accounts

9,645.41

TOWN COUNCIL OF GRANGE-OVER-SANDS

Page 2

Salaries, PAYE & N.I. (Bank Account No. 2)

Total Salaries	8,467.90
HMRC PAYE & NI - Tax Month 1	2,543.92
LG Pension Scheme Month 1 - Employer payment	2,373.91
	13,385.73

Total Bank Account No. 2	23,031.14
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Total all payments for approval	23,031.14
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Accounts paid in previous month:

Bank Account No. 1

Direct Debits

Cheques

Bank Account No. 2

Direct Debits

11	Waterplus - Orn Gdns PC 07/03-06/04/25	14.55
12	Waterplus - Church Hill PC 07/03-06/04/25	493.97
13	BT - Tel & Broadband 01/04-30/04/25	56.29

Direct Bank Payments

Total Accounts paid in previous month	564.81
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Grand Total	23,595.95
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Bank Balances

Bank Account No. 1 As at 31/03/25	209,961.02
Bank Account No. 1 As at 30/04/25	209,985.02
Bank Account No. 2 As at 30/04/25	402,481.50

Signed (Chairman)

Dated.....

C25/12

Finance and Governance (*Standing Item – Annual Town Council Meeting*)

11

a. Finance Report

Members considered the full year Finance Report to 31 March 2025.

RESOLVED

That the full year Finance Report to 31 March 2025 was approved as below.

TOWN COUNCIL OF GRANGE-OVER-SANDS

b. **Victoria Hall Support Group (VHSG) Quarterly Financial Report**

Members noted that in the quarter to 31 March 2025, the below were purchased using the VHSG donation. The remaining donation earmarked reserve is now £6,553.40.

- Mobile whiteboard for Room 4 - £69.16
- Combination key safe - £15.84
- Optoma projector - £250.00
- Sennheiser microphone charger and accessories - £211.33
- 2 x AO size snap frames, 5 x mini chalk A boards, 20 x PVC wallets, 2 x hook and loop tape and ticket holder clip - £113.58

c. **Asset Register**

Members noted that a full review of inventory of assets including buildings and equipment had taken place.

RESOLVED

That the Asset Register dated 31 March 2025 was approved.

d. **Insurance**

Members noted that there is cover in respect of all insurable risks.

The Council's insurance with Zurich Municipal will enter the third year of a 3-year contract on 1 July 2025.

e. **Community Infrastructure Levy**

Members noted that a sum of £28,567.10 was paid to Grange-over-Sands Town Council, which comprises 25% of eligible CIL income received from development within Grange-over-Sands between 1st Oct 2024 and the end of March 2025.

f. **General Power of Competence**

Members reaffirmed that the Council meets the criteria for eligibility.

RESOLVED

That the Council meets the criteria for eligibility to use the General Power of Competence:

- i) That two thirds of Councillors are elected members.
- ii) That the Clerk is qualified.

g. **Casual Vacancies**

Members noted that there are two casual vacancies on the Town Council. These are advertised by notice, on social media and regularly in 'Grange Now.' Anyone interested in getting involved is invited to contact the Town Clerk or the Chairman for more information, or see: www.grangeoversandstowncouncil.gov.uk

TOWN COUNCIL OF GRANGE-OVER-SANDS

		Budget	Budget			%	
	Sage	for year	to date	Actual to	Variance	Spend	
INCOME	Code	£	£	date £	£	to date	Comments
Precept	4000	227,264	227,264	227,264	0	100%	
Sundry Receipts	4010	-	-	-	0		
Interest Received	4015	-	-	-	0		
Grant Receipts - Running Costs WFC	4100	-	-	-	0		
Grant Receipts - General	4105	-	-	-	0		
Grant Receipts - WFC Council Tax	4106	7,850	7,850	7,850	0	100%	
Grant Receipts - WFC Comm Infrastructure Levy	4107	-	-	12,696	12,696		CIL grant received
Donations Received	4115	1,200	1,200	1,300	100	108%	13 x £100 donations for Bandstand concerts
Donations for Assets	4116	-	-	-	0		
Donations - Victoria Hall	4117	-	-	10,457	10,457		Includes £10,000 VHSG lump sum donation
Tenanted Room Rent Receipts	4120	5,800	5,800	7,296	1,496	126%	All Vic Hall rooms tenanted
Allotment Rent Receipts	4121	1,432	1,432	1,617	185	113%	
Room Hire Receipts	4125	18,500	18,500	19,796	1,296	107%	
Hospitality Recharged	4126	-	-	30	30		
Front of House Recharged	4127	2,000	2,000	3,035	1,035	152%	
Bay Villa Trust Admin Fee	4162	450	450	357	(93)	79%	
Commission Received	4170	-	-	40	40		Ticketsource referral income
Lease Registration Fees	4175	-	-	-	0		Cedric Walk
Toilet Entry Fees	4500	8,650	8,650	11,242	2,592	130%	Entry price increased to 40p
Fund Raising Income	4600	-	-	785	785		Christmas Fair
		273,146	273,146	303,765	30,619	111%	
		Budget	Budget			%	
	Sage	for year	to date	Actual to	Variance	Spend	
EXPENDITURE	Code	£	£	date £	£	to date	
Fund Raising Expenditure	6170	200	200	78	(122)	39%	Christmas Fair
Musicians' Fees	6200	1,200	1,200	1,300	100	108%	For Bandstand Summer concerts
Bandstand Front of House costs	6201	-	-	530	530		Chair set up/take down
Mobile Toilets	6220	760	760	710	(50)	93%	For Bandstand Summer concerts
Staff Salaries	7000	112,000	112,000	114,736	2,736	102%	
Front of House Salaries	7000	8,000	8,000	8,773	773	110%	
Pensions	7001	22,000	22,000	23,016	1,016	105%	
Printing and Stationery	7010	600	600	849	249	142%	
Postage	7012	50	50	49	(1)	98%	

TOWN COUNCIL OF GRANGE-OVER-SANDS

EXPENDITURE cont...	Sage Code	Budget for year £	Budget to date £	Actual to date £	Variance £	% Spend to date
Water	7015	5,530	5,530	3,711	(1,819)	67%
Business Rates	7020	8,600	8,600	9,235	635	107%
Telephone/Broadband	7025	650	650	524	(126)	81%
Insurance	7030	6,094	6,094	6,298	204	103%
Subscriptions	7040	955	955	1,288	333	135% Annual CALC, NALC, SLCC, Cumbria Tourism & Allotments
Information Technology	7046	8,000	8,000	9,137	1,137	114% Incls. IT support 2024/25 plus 3 laptops and 1 desktop tower
Website	7047	450	450	413	(37)	92%
Travelling Expenses	7050	100	100	-	(100)	0%
Training Expenses	7052	1,300	1,300	710	(590)	55% Fire Warden, Nat. Conference, Water Compliance, Cllr training
Civic Expenses	7055	400	400	49	(351)	12%
Hospitality	7065	150	150	50	(100)	33% Refreshments (see also code 4126 Hospitality Recharged)
Bank Charges	7070	220	220	222	2	101%
Audit Fees	7075	1,100	1,100	1,070	(30)	97% Incls. 2 x Internal and External audit fee to 31/03/24
Accountancy Fees	7080	2,800	2,800	2,766	(34)	99% Accountancy £1,390 Y/e 31/03/24 & 12 months Payroll
Gas	7100	18,000	18,000	6,766	(11,234)	38% Reduction in unit cost
Electricity	7105	7,090	7,090	4,474	(2,616)	63% Reduction in unit cost
Christmas Lights	7106	4,800	4,800	4,751	(49)	99%
Donation Expenditure - Victoria Hall	7110	-	-	3,526	3,526	2 x projectors plus stand materials. Rm 4 tables/blinds/clock/rails/Kitchen water boiler. Microphone charger
Hall Maintenance, Repairs and Renewals	7119	13,000	13,000	10,000	(3,000)	77% Washer dryer £375/LOLER inspection £1365/Roof repairs £1345
Repairs and Maint. (Toilets, Rec Ground, Bandstand, Allotments & Public Domain)	7120	8,100	8,100	12,158	4,058	150% Grange Fell Allotment fencing £7,554. 5 antennas Prom & Orn Gdns PCs £1,699. Card reader Orn Gdns DDA £575
Professional Fees - Non Financial	7125	1,000	1,000	930	(70)	93% HR support
Toiletries and Cleaning Materials	7130	800	800	400	(400)	50%
Hall Cleaner	7131	-	-	1,890	1,890	Part year
Rent Payable	7160	753	753	747	(7)	99% Rent bandstand, Grange Fell & Yewbarrow allotments
Card Handling Charges (Toilets only)	7190	1,380	1,380	1,230	(150)	89% Nayax card readers & service fee
Cleaning	7200	15,000	15,000	16,334	1,334	109% Toilets
Communications	7255	500	500	917	417	183% Councillor & Hall Administrator adverts/Precept article
Lengthsman	7455	7,700	7,700	8,105	405	105%
Parish Election Costs	7600	-	-	-	0	
		259,282	259,282	257,743	(1,539)	99%
Net profit (Loss)		13,864	13,864	46,021		

Balance Sheet Summary as at 31/03/25

Total Assets Less Total Liabilities

329,556

C25/13

Appointments to Committees (Standing Item – Annual Town Council Meeting)

12

- a. Members noted the Staffing Committee Terms of Reference.
- b. Members noted that the Chairman and Vice-Chairman were members of this Committee.
- c. Members noted that it is good practice to appoint the previous years' Chairman and Vice-Chairman, if re-elected to the Council, for continuity of line-management for staff.
- d. Members noted that the 2024/25 Staffing Committee were Cllrs. Handley, A. Walmsley, Thomas, J. Walmsley, and Logan.
- e. Members considered appointments to the Staffing Committee for the 2025/26 Council Year, noting that Cllr. Jane Walmsley expressed an interest in being a member of the Staffing Committee when she sent her apologies to the meeting.

TOWN COUNCIL OF GRANGE-OVER-SANDS

RESOLVED

That Cllrs. Handley, A. Walmsley, Thomas, J. Walmsley, and Tych were voted to the Staffing Committee for the 2025/26 Council Year.

C25/14

Members External Office Holders 2025-26 (*Standing Item - Annual Town Council Meeting*)

13

- a. Members noted the approved appointments for the previous year:

Members External Office Holders 2024–25

- i) CALC District Association – Town Clerk
 - ii) Grange in Bloom – Cllr. Mason
 - iii) Nutwood Patients Group – Cllr. Thomas
 - iv) Furness Line Community Rail Partnership – Cllr. Thomas
 - v) Bay Villa Trust – All Councillors
 - vi) Cartmel Old Grammar Foundation – Jane Strawbridge (nominated by GTC)
 - vii) The Civic Society – Cllr. Thomas
 - viii) Friends of Kents Bank Station and Foreshore – vacant
 - ix) Victoria Hall Support Group – Cllr. Handley
 - x) Christmas Tree Committee - Cllr. Logan
 - xi) Morecambe Bay Partnership – Cllrs. Handley and Thomas
 - xii) Grange Chamber of Trade and Hoteliers Association – Cllr. A. Walmsley
 - xiii) U3A – Cllr. Handley
 - xiv) Cumbria Better Connected – Cllr. Thomas
 - xv) Peninsula Environmental Action Together (PEAT) – Cllrs. Thomas and Handley
 - xvi) Save Grange Lido Community Benefit Society – Cllrs. Logan and E. Walmsley
- b. Members noted that Mrs Strawbridge was happy to continue as the Council's representative on the Cartmel Old Grammar Foundation Trust. Mrs Strawbridge was thanked.
- c. Members noted that, although she has resigned from the Council, Claire Logan would be happy to act as the Council's representative on the Christmas Tree Committee.
- d. Members considered appointments for the new Council year 2025-26.

RESOLVED

That the approved Member External Office Holders 2025-26 were as follows:

Members External Office Holders 2025–26

- i) CALC District Association – Town Clerk
- ii) Grange in Bloom – Cllr. Mason
- iii) Nutwood Patients Group – Cllr. Thomas
- iv) Furness Line Community Rail Partnership – Cllr. Thomas

TOWN COUNCIL OF GRANGE-OVER-SANDS

- v) Bay Villa Trust – All Councillors
- vi) Cartmel Old Grammar Foundation – Jane Strawbridge (nominated by GTC)
- vii) The Civic Society – Cllr. Thomas
- viii) Friends of Kents Bank Station and Foreshore – Cllr. Mason
- ix) Victoria Hall Support Group – Cllr. Handley
- x) Christmas Tree Committee – Claire Logan (nominated by GTC) and Cllr. Mason
- xi) Morecambe Bay Partnership – Cllrs. Handley and Thomas
- xii) Grange Chamber of Trade and Hoteliers Association – Cllr. A. Walmsley
- xiii) U3A – Cllr. Handley
- xiv) Cumbria Better Connected – Cllr. Thomas
- xv) Peninsula Environmental Action Together (PEAT) – Cllrs. Thomas and Handley
- xvi) Save Grange Lido Community Benefit Society – Cllrs. A. and E. Walmsley

C25/15

Memberships (*Standing Item – Annual Town Council Meeting*)

14

Members reviewed the Council's and employees' memberships noting that the membership of the following bodies required approval for renewal (paid from budget for Subscriptions):

- a. Society of Local Council Clerks (SLCC)
- b. Cumbria Association of Local Councils (CALC) and National Association of Local Councils (NALC) combined annual membership.
- c. NALC *Local Council Review* (publication).

RESOLVED

- i) That the Society of Local Council Clerks (SLCC) annual membership for Town Clerk due in May, cost £360.00, was approved.
- ii) That the Cumbria Association of Local Councils (CALC) and National Association of Local Councils (NALC) combined annual membership renewal for Council due now, cost £676.47, was approved.
- iii) That the NALC Local Council Review (publication) annual subscription amount to be confirmed, payment approved in June, was approved.

C25/16

Statutory Document Review (*Standing Item – Annual Town Council Meeting*)

15

- a. Members noted that it is a statutory duty to review the Standing Orders, Financial Regulations and Delegation Scheme at the Annual Meeting of the Town Council in May.
- b. Members considered the reviewed Standing Orders and Delegation Scheme, noting that no amendments had been made, or were recommended, or were required by legislation.

TOWN COUNCIL OF GRANGE-OVER-SANDS

RESOLVED

That the reviewed Standing Orders and Delegation Scheme were approved.

- c. Members considered the reviewed Financial Regulations, noting that regulations 5.4, 5.7 and 5.11 have been amended, as recommended by NALC (National Association of Local Councils).

RESOLVED

That the reviewed Financial Regulations were approved.

All statutory documents are published on the Town Council website.

C25/17

Council Policies and Procedures (*Standing Item – Annual Town Council Meeting*)

16

- a. **Review Schedule**

Members considered the review schedule for Council policies and procedures.

RESOLVED

That the review schedule for Council policies and procedures was approved.

- b. **Annual Reviews**

Members considered the annual review of the following policies, noting that no material changes had been made, or were recommended:

- i) Complaints Policy
- ii) Data Protection
- iii) Disciplinary Policy and Procedure
- iv) Disciplinary Rules
- v) Equal Opportunities
- vi) Freedom of Information
- vii) Grievance Procedure
- viii) Health and Safety
- ix) Meetings Part 2 Exclusions
- x) Model Publication Scheme
- xi) Press and Media
- xii) Privacy Notice
- xiii) Recruitment and Selection
- xiv) Social Media

RESOLVED

That the annually reviewed policies, as listed, were approved.

All statutory documents are published on the Town Council's website.

TOWN COUNCIL OF GRANGE-OVER-SANDS

c. **Reviews due 2025**

Members noted that the following policies had been reviewed, as scheduled, and no material changes made or recommended:

- i) Anti-harassment and Bullying
- ii) Capability
- iii) Safeguarding
- iv) Sickness Absence
- v) Training and Development
- vi) Whistleblowing

RESOLVED

That the reviewed Anti-harassment and Bullying, Capability, Safeguarding, Sickness Absence, Training and Development, and Whistleblowing policies were approved.

d. **HR Policies**

Members noted that the Town Clerk is working with Turnstone HR to review the employment policies to ensure that the Council is up to date with employment legislation and to approve the reviewed Flexible Working Policy.

RESOLVED

That the reviewed Flexible Working Policy was approved.

e. **Policy Deletions**

Members noted that the Small Contractors Registration Scheme, approved in December 2015, and due for renewal this year, has been deleted from the review schedule as it is no longer valid.

C25/18

Meeting Dates (*Standing Item – Annual Town Council Meeting*)

17

Members considered the dates, times, and place of ordinary meetings of the Full Council including the Annual Town Meeting and Annual Town Council meeting and noted that dates, times, and place of Council committee meetings will be decided, as necessary.

RESOLVED

That the dates, times, and place of ordinary meetings of the Full Council including the Annual Town Meeting and Annual Town Council meeting were approved as below and published on the Town Council's website.

Full Council Meeting Dates

7pm, Victoria Hall, Grange-over-Sands

2025 – 2026

Monday 9 June 2025

Monday 14 July 2025

TOWN COUNCIL OF GRANGE-OVER-SANDS

Monday 11 August 2025

No meeting in September

Monday 13 October 2025

Monday 10 November 2025

Monday 15 December 2025

Monday 12 January 2026

Monday 9 February 2026

Monday 9 March 2026

Monday 13 April 2026

Annual Town Council – Monday 11 May 2026

Note – dates below will be formally agreed May 2026

Monday 8 June 2026

Monday 13 July 2026

Monday 10 August 2026

No meeting in September

Monday 12 October 2026

Monday 9 November 2026

Monday 14 December 2026

C25/19

Consultations

18

There were no consultations.

C25/20

Member Updates

19

Members received the following updates from Councillors on works in progress and meetings and events attended, including:

- a. Cllr. Thomas – VE Day 80-year Commemoration – attended and laid a wreath at the War Memorial on Thursday 8 May 2025, with Cllrs. J. Walmsley and Tych.
- b. Cllr. Thomas – attended the VE Day tea party at the United Reform Hall on Saturday 10 May.
- c. Cllr. Thomas – PEAT litter pick – took part on Sunday 13 April.
- d. Cllr. Thomas – Lido Panels – gave an update following her meeting on 7 May with the Westmorland and Furness Council Community Rail Officer. The goal is to install some panels at the accessible ramp from Main Street car park to the Prom.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C25/21	Westmorland and Furness Council Updates	21
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There were no updates.

C25/22	Recreation Ground	23
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- a. Members noted the annual inspection report from Westmorland and Furness Council costing £209.00 plus VAT.
- b. Members noted that the 'No Dog' signs, as resolved, were installed on 8 May 2025.

C25/23	Christmas Lights Contract	24
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Members noted that the annual contract meeting with David Murphy from Lite Ltd took place on Wednesday 16 April at 2pm. Cllrs. Handley, A. Walmsley, Thomas and J. Walmsley and the Town Clerk took part.

Members noted the update from the meeting that:

The possibility of extending the street light decorations along Main Street was discussed and that LITE will be providing a quote to add eight more columns to the Christmas lights.

C25/24	Bailey Lane Level Crossing	25
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Members noted an update on the temporary closure of Bailey Lane level crossing and that the closure has been extended.

C25/25	Yewbarrow Lodge	26
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Members noted an update on the redevelopment of Yewbarrow Lodge from South Lakes Housing Development Team:

We know many of you have been keeping a keen eye on the site, and we really appreciate your patience as we've worked through the initial demolition and levelling phase with our contractor, L&W Wilson. Though the process took a little longer than anticipated, we're happy to say that demolition is now complete.

Looking ahead, we're aiming to start the new build phase in early summer 2025, subject to securing the necessary funding and finalising contract details. Recognising the significance of this project to the community of Grange, we will continue to provide updates through Grange Now, ensuring key milestones and progress are shared.

TOWN COUNCIL OF GRANGE-OVER-SANDS

The team thanked the community for their continued patience and support and reported that through their architects, OMI, the scheme has been shortlisted for the Housing Design Awards. South Lakes Housing can be contacted at: development@southlakeshousing.co.uk

C25/26

Staffing

27

Members noted the draft minutes from the Staffing Committee Meeting held at 2pm on Wednesday 30 April 2025 and considered the recommendation:

That Full Council is recommended to award the Town Clerk a pay increment from 1 May 2025, and the Chairman authorised to sign the updated salaries sheet.

RESOLVED

That the recommendation to Full Council to award the Town Clerk a pay increment from 1 May 2025, and the Chairman authorised to sign the updated salaries sheet, was approved.

C25/27

Part 2

8

RESOLVED

That the meeting move to Part 2; the public were asked to leave.

C25/28

Victoria Hall

20

Members considered quotes for intercom and secure access systems.

RESOLVED

That the quote from SAFE, for £3,124.65 plus VAT, for the installation of intercom and secure access system and fire alarm relay was approved.

C25/29

Next Meeting

28

Members noted that the next Full Council Meeting will be at the Victoria Hall on:

Monday 9 June 2025, 7pm.

Meeting closed 8.10pm