

# 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

Dear Councillor

You are summoned to attend the Meeting of the Town Council in accordance with Schedule 12 para.10(2) (b) of the Local Government Act 1972, to be held in the Victoria Hall, on Monday 11 August 2025 at 7.00pm.

*Note: Under the Openness of Local Government Bodies Regulations 2014 this meeting was advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, or the public.*

Signed  C. Benbow, Town Clerk

## AGENDA FULL COUNCIL MONDAY 11 AUGUST 2025

### **1. Apologies for Absence**

To receive and approve apologies from members.

### **2. Public Participation: Have Your Say**

Have Your Say: Members of the public are invited to speak.

### **3. Reports**

To receive the following reports:

- a. Westmorland and Furness Council Report
- b. Mayor's Report

#### **4. Minutes of the Previous Meeting**

To authorise the Chairman to sign the Minutes of the Meeting of the Town Council held on Monday 14 July 2025 as a true record.

#### **5. Declaration of Interests and Dispensations**

Members to disclose their interests in matters to be discussed and to decide requests for dispensations.

#### **6. Public Bodies (Admission to Meetings) Act 1960**

To consider if any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

#### **7. Planning**

To consider planning applications as circulated and to note submissions to planning applications considered under delegated authority. All applications received before the meeting will be considered (*circulated*).

#### **8. Monthly Payments Councillor Verification and Payment Approval**

- a. To note that prior to the meeting two councillors verified invoices received and payments made since the last full council meeting and can verify their authenticity.
- b. To note that two councillors verified that the monthly bank reconciliation has taken place.
- c. To approve and authorise the payment of accounts and wages as recorded in the payments list.
- d. To identify and approve two councillors to complete the online authorisation of the payments for the next payment period.
- e. To identify and approve two councillors to verify the invoices and payments for the next payment period.

## 9. Finance and Governance

a. **External Audit year ended 31 March 2025 – Annual Governance and Accountability Return (AGAR)**

- i) To approve and accept that the external audit of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2025 has been completed and published (*AGAR circulated and published on noticeboard and website*).
- ii) To note the new Assertion 10 requirement for next year's audit regarding digital and data compliance (*circulated*).

b. **Risk Assessments – Operational**

To note the Risk Assessment Record and consider the following Risk Assessments which were reviewed as part of the annual review schedule:

- i) Victoria Hall – Operations
- ii) Council Offices
- iii) Band Concerts
- iv) Allotments
- v) Public Conveniences
- vi) Cycle Racks

c. **Employment Policies Review**

To note that the following policies have been reviewed, in collaboration with Turnstone HR and no amendments have been recommended:

- i) Data Protection Policy
- ii) Disciplinary Rules
- iii) Equal Opportunities
- iv) Grievance Procedure
- v) Health and Safety
- vi) Social Media
- vii) Training and Development
- viii) Anti-harassment and Bullying
- ix) Whistleblowing
- x) IT and Communications
- xi) Lone Working Policy
- xii) Home Working Policy

To note the updated Policies Review Schedule and the following reviewed polices where recommended changes have been incorporated (*circulated*):

- i) Disciplinary Policy and Procedures
- ii) Capability Policy
- iii) Sickness Absence
- iv) Safeguarding

**d. First Quarter Financial Report**

To consider the first quarter Financial Report 1 April to 30 June 2025 (*circulated*).

**e. Victoria Hall Support Group**

To note the quarterly financial report for the Victoria Hall Support Group (VHSG) donation:

This quarter, to 30 June 2025, there have been the following purchases using donated funds from VSHG:

- Andes ice pack set - £14.16.
- Thermohauser Thermobox with lid 45l - £37.49.

The remaining donation balance, held in reserve, is now £6,501.75.

**f. Casual Vacancies**

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.grangeoversandtowncouncil.gov.uk](http://www.grangeoversandtowncouncil.gov.uk)

**g. Staff Pay Agreement 2025-26**

To note the National Association of Local Councils (NALC) announcement of staff pay agreement, from 1 April 2025 to 31 March 2026. This was negotiated by the National Joint Council for local government services and applied to staff payments as contracted (*circulated*).

**h. Council Aims and Objectives**

To consider the draft Aims and Objectives which were last reviewed in November 2024. (*circulated*)

## **10. Consultations**

To consider the Council's participation in appropriate consultations: none received.

## **11. Updates from Members**

To receive councillor updates on works in progress and meetings and events attended, including:

- a. Cllrs. Handley and Tych – Westmorland and Furness Affordable Housing 15 July 2025.
- b. Cllr. Tych – CALC and Citizens Advice 24 July 2025.
- c. Cllr. Thomas - Cumbria Better Connected.
- d. Cllr. Thomas – PEAT Event 9 August.
- e. Cllrs. Handley and Thomas – VHSG Meeting 7 August.
- f. Cllr. Handley – Westmorland and Furness Devolution Update 6 August.
- g. Cllr. Handley – Park Road Gardens Grounds Maintenance.

## **12. Victoria Hall**

To note any updates.

## **13. Westmorland and Furness Council Updates**

### **a. Devolution Update**

To note a letter, and supporting correspondence, from Cumberland and Westmorland and Furness Councils to central Government, requesting that any Cumbria Mayoral Election is deferred by a year to May 2027 to fit in with local elections (*circulated*).

### **b. Premises Licence Application**

To consider an application (Ref 046122) to the Unitary Council for a Premises Licence to be granted under the Licensing Act 2003 (*circulated*).

### **c. Bus Service**

To note correspondence about the 530 bus service (*circulated*).

## **14. Bailey Lane Level Crossing**

To note correspondence from the Planning Inspectorate regarding the proposal to make an order for the extinguishment of the footpath at Bailey Lane. Any representations about or objections to the order must be submitted not later than 4 September 2025 (*circulated – correspondence, copy of the draft order and map*).

## **15. Christmas Lights**

- a. To consider extending the provision in the contract with Lite Ltd to include eight more street column motifs on Main Street (*circulated*).
- b. To consider quotes for structural testing of street columns for new displays, as required by Westmorland and Furness Council (*to be circulated*).

## **16. Next Meeting**

To note that the next Full Council Meeting will be held:

**Monday 13 October 2025 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm**