

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, Victoria Hall
Main Street
Grange-over-Sands
Cumbria, LA11 6DP

Tel: (015395) 32375
www.grangeoversandstowntouncil.gov.uk
council@grangeoversandstowntouncil.gov.uk

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

Minutes of the Meeting of the Town Council held in the Victoria Hall**on Monday 15 December 2025 commencing at 7.00 pm.**

Present: Cllr. R. Handley – Chair

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

Mrs. C. Benbow – Town Clerk

In attendance: Westmorland and Furness Unitary Councillor T. Bloomer and 4 members of the public.

Minute Ref:	Agenda No:
C25/127 Apologies for Absence	1

Apologies were received from Cllr. Jane Walmsley who was absent due to other commitments, and Cllr. Tych who was absent due to illness.

RESOLVED

That apologies from Cllr. Jane Walmsley due to other commitments, and Cllr. Tych due to illness, were approved.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C25/128 Public Participation: Public Have Your Say

2

Resident 1 Made representation to members regarding the CCTV road camera installed by the Police and expressing disappointment in the response from Westmorland and Furness Council to his correspondence about planning matters and highways problems.

C25/129 Reports

3

Westmorland and Furness Council Report

Councillor Tim Bloomer reported that he attended a site meeting at the refurbished Lido and was assured that, although the content of the situation remains confidential, progress is being made towards opening the site.

He announced that Grange has a new Westmorland and Furness Community Support Officer: Jemma Fells.

Mayor's Report

Mayor Cllr. Roger Handley reported that he attended the Westmorland and Furness Council Draft Design Code public consultation event on 27 November. Cllr. Tych attended the Christmas Tree Festival opening at St Pauls Church on 4 December when the Mayor was on holiday.

C25/130 Minutes of the Previous Meeting

4

RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 10 November 2025 were accepted as a true record.

C25/131 Declarations of Interests and Dispensations

5

NOTED There were no requests received for dispensations or declarations of interest.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C25/132 Public Bodies (Admission to Meetings) Act 1960 – Excluded Item

6

RESOLVED That item 12 (e) should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as they involve quotes which are commercially sensitive information.

C25/133 Planning Report

7

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

There were no planning applications to consider.

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

- a. 2025/1375/FPA GRANGE COTTAGE RETIREMENT HOME ALBERT ROAD GRANGE-OVER-SANDS LA11 7EZ Full Application Approved with Conditions.
- b. 2025/1815/FPA SKY LARK 11 HAZELWOOD COURT LINDALE ROAD GRANGE-OVER-SANDS LA11 6SP Full Application Refused.
- c. 2025/1777/LDPR CRAGMERE LYNDENE DRIVE GRANGE-OVER-SANDS LA11 6QP Lawful Development Certificate - Proposed Use Approved.

C25/134 Finance - Monthly Payments

8

a. Verification of Expenditure

NOTED That prior to the meeting two councillors 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 two councillors verified that the monthly bank reconciliation had taken place.

TOWN COUNCIL OF GRANGE-OVER-SANDS

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 complete online authorisation of payments

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

e. Identification of Councillors to approve next finance period payments

RESOLVED

- i) That Cllrs. E. Walmsley and Thomas would verify the invoices and payments for the next payment period.
- ii) That Cllr. Thomas would meet the Finance Administrator by appointment to complete verification.
- iii) That Cllr. E. Walmsley would meet the Town Clerk at 6.15 pm prior to the next Full Council meeting to complete verification.

T O W N C O U N C I L O F G R A N G E - O V E R - S A N D S

GRANGE-OVER-SANDS TOWN COUNCIL

Payments for Approval

December 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

272	Lloyds Bank Plc - Card Nov 2025 - Monthly fee	3.00
272a	Amazon - 6 x Coloured plastic A4 clipboards	13.28
272b	Amazon - 40 x Elba A4 document wallets	37.97
272c	Amazon - Wall clock for main hall	54.98
272d	Names - Web domain name Victoria Hall - 10 years	160.79
272e	Wix - Website hosting - 3 years	216.00
272f	Harrow Business - Refund for Pinnora A4 Diary 2026	- 11.39
272g	Amazon - 1 x A4 Diary 2026	11.94
272h	Names - Web domain name Victoria Hall (Duplicated)	160.79
272i	Amazon - 4 x LED bulbs 10W	17.49
272j	Shenzhen - 2 x Dusk to dawn sensor lamps	11.98
272k	Decksaver - Cover for sound system	49.00
272l	Shenzhen - 2 x Dusk to dawn sensor lamps	10.74
272m	Names - Web domain name Victoria Hall (Refund)	- 160.79 575.78
273	WFC - 9/10 Non Dom Rates V Hall	798.00
274	WFC - 9/10 Non Dom Rates Rooms 1 & 3 / Council office	167.00
275	WFC - 9/10 Non Dom Rates Room 4	94.00
276	Npower - Elec V Hall 01/10-31/10/25	324.41
277	Npower - Elec Church Hill PC 01/10-31/10/25	52.52
278	Npower - Elec Prom PC 01/10-31/10/25	44.05
279	Npower - Elec Xmas Tree lights 01/10-31/10/25 (recoverable)	24.24
280	Corona Energy - Gas V Hall 01/09-01/10/25	448.99
281	Corona Energy - Gas V Hall 01/10-01/11/25	653.44
282	Sage - Support 01/12-31/12/25	126.00
283	BT - Tel & Broadband 01/12-31/12/25	53.94

Bank Account No. 2 - Direct Bank Payments

284	Jewson - Calor propane gas refill	89.25
285	Jewson - Hire of space heater	94.78
286	Jewson - Hire of transformer	12.77
287	Jewson - Hire of fan heaters	144.00
287a	Jewson - Collection charge for hired equipment	36.00 376.80
288	PPL PRS Ltd - Performing Rights to 05/10/25 (recoverable)	162.10
289	Grange Now - Recruitment & Christmas Box adverts	165.56
290	Brayshaws - Replace boiler heating pump	1,730.51

T O W N C O U N C I L O F G R A N G E - O V E R - S A N D S

Page 2

291	Town Clerk expenses - 1 x Collins A4 Diary 2026	12.40	
292	Town Clerk expenses - 8ft Artificial Christmas Tree	370.48	382.88
293	Finance Administrator expenses - 2 x A5 Diaries 2026		13.98
294	KTD - Port for new door entry system	94.80	
295	KTD - Photocopying November 2025	52.92	
296	KTD - Terra laptop & bag (app'd C25/116 (f))	1,050.00	1,197.72
297	Dobsons - Jet washing rear of hall		120.00
298	J Airey - Internal audit for 1st half year 01/04/25-30/09/25		232.40
299	WB Electrical - Portable appliance testing - Vic Hall		544.80
300	Healthmatic - PC cleaning 01/12-31/12/25		1,715.94
301	The Lawn Man - Recreation Ground maintenance - 01/11-30/11/25		409.00
302	Lengthsman - 01/11-30/11/25		1,194.18
303	Turnstone HR - HR support 01/12-31/12/25		60.00
304	Debbie's Cleaning - V Hall cleaning & materials 01/11-30/11/25		648.00
305	Lancasters - Brushes, batteries, tape, shovel, screws etc.		74.50
306	Treble3 - Events calendar to 16/12/26		105.60
307	Sinkfall Recycling - Skip for lengthsman		384.00
308	Hall Manager - Drain maintenance materials & refreshments		205.37
Total Bank Account No. 2			<u>13,085.71</u>
Total Accounts			<u>13,085.71</u>

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

Total Salaries	<u>9,563.10</u>
HMRC PAYE & NI - Tax Month 8	3,713.93
LG Pension Scheme Month 8 - Employer payment	3,412.82
	<u>16,689.85</u>
Total Bank Account No. 2	<u>29,775.56</u>
Total all payments for approval	<u>29,775.56</u>

Accounts paid in previous month:

Bank Account No. 1

Direct Debits

Cheques

Bank Account No. 2

Direct Debits

267	Waterplus - V Hall 06/10-05/11/25	145.55
268	Waterplus - Orn Gdns PC 07/10-06/11/25	67.99
269	Waterplus - Church Hill PC 07/10-06/11/25	81.49

TOWN COUNCIL OF GRANGE-OVER-SANDS

Page 3

Direct Bank Payments

270	ICO - Tier 2 Annual Data Protection fee	73.00
271	Newsquest Media - Finance Administrator recruitment advert	658.80
	Total Accounts paid in previous month	<u>1,026.83</u>
	Grand Total	<u>30,802.39</u>

Bank Balances

Bank Account No. 1 As at 30/09/25 (Statement delayed)	213,459.42
Bank Account No. 1 As at 30/11/25	214,081.42
Bank Account No. 2 As at 30/11/25	260,520.28

Signed (Chairman)

Dated.....

C25/135 Finance and Governance

9

a. Casual Vacancies

There are currently two casual vacancies on the Town Council. Anyone interested in getting involved is invited to contact the Town Clerk or the Chairman for more information, or see: www.grangeoversandstowntcouncil.gov.uk

b. Internal Audit

Members noted the interim half-year Internal Audit report to 30 Sept 2025 following the Internal Audit on 27 November 2025. There were no recommendations. The Internal Auditor confirmed that the Council finances are operated in compliance with the Accounts and Audit Regulations.

The Town Clerk and Finance Administrator were thanked for their work.

RESOLVED

That the interim half-year Internal Audit report to 30 Sept 2025 following the Internal Audit on 27 November 2025 was approved.

c. Draft Budget 2026/27

Members noted the below and considered the draft Budget and report 2026/27:

- i) The Council Tax base for 2026-27 has decreased by 50.5 properties, from 2,391.9 to 2,341.4.
- ii) This decrease in properties means that there would be a 2% increase to council tax bills to keep the same level of income to the Town Council.
- iii) Budget provision has been made for a website to comply with the new accessibility requirements for the annual external audit.

TOWN COUNCIL OF GRANGE-OVER-SANDS

iv) Apportioned salary amounts give an indication of the true cost of operating the Hall and providing the Music in the Park events.

RESOLVED

That the final budget should include a surplus to allow for increased contract costs and that Budget B is presented in January 2026 for consideration.

C25/136 Consultations

10

There were no consultations.

C25/137 Updates from Members

11

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

- a. **Cllr. Thomas - Furness Line Community Rail Partnership** - 11 December online meeting report:
 - The sinkhole on Platform 1 is now a priority; it is suspected that this is due to a collapsed drain. Investigations are underway.
 - The Underpass Gallery has been shortlisted for an award.
 - Repairs have been made to the station porch; the booking hall and waiting room have been painted.

C25/138 Victoria Hall

12

- a. **The Crane-Wexler Donation**

Members noted the receipt of a £50,000 donation to the Victoria Hall. This is from Liz and Lynn Crane-Wexler, from the United States, who visited the Hall during their stay in Grange. They took part in the Victoria Hall Support Group's quiz, and the Hall Manager gave them a tour of the building. The donation is held in a ring-fenced reserve, designated to support the development and enhancement of the Hall as a community venue.

RESOLVED

That a formal letter of thanks is sent to Liz and Lynn Crane-Wexler.

- b. **Central Heating**

Members noted that the Hall boilers needed urgent repairs this month, to keep them going, and that the central heating system is due for renewal. The cost of the repairs was £1,442.09.

TOWN COUNCIL OF GRANGE-OVER-SANDS

c. Task and Finish Group

Members considered setting up a Task and Finish Group, with the remit to research options and viabilities for renewing the central heating system and considered appointing councillors to the group.

RESOLVED

That a Task and Finish Group, with the remit to research options and viabilities for renewing the central heating system was set up, and Cllrs. Handley and Tych were appointed as group members.

d. Energy Audit

Members considered a quote for an Energy Audit for the whole building.

RESOLVED

That a quote for an Energy Audit – Stage 1 and 2 Re-heating and Decarbonisation Assessment - for the whole building, from Alasdair Muir for £450 (Stage 1) and £1,050 (Stage 2) was approved.

e. Planning Office (Room 6/7)

Members considered applying for Listed Building Consent to remove the partition wall in Rooms 6/7 to make one space (The Planning Office) that will be more usable for hirers.

RESOLVED

That an application for Listed Building Consent is made to remove the partition wall in Rooms 6/7 to make one space (The Planning Office) that will be more usable for hirers.

The remainder of the item was held in Part 2 as resolved in Item 6.

f. Victoria Hall Christmas Fair

Members received a report from Cllr. Tricia Thomas on the event, which took place on Saturday 29 November 2025. The event was a great success and the total fundraised was £528.78. The date for next year's event will be Saturday 21 November 2026.

C25/139 Westmorland and Furness Council

13

a. CALC Westmorland and Furness Branch Event - Winter Readiness

Members noted the 'Is Your Community Winter Ready?' briefing held online, 6.45pm on Wednesday 26 November 2025. Cllrs. Handley and Thomas attended the event and reported that it was a reassuring presentation.

b. Second Call for Sites – Submit Land for Future Development

Members noted Westmorland and Furness Council is preparing a new Local Plan. The Second 'Call for Sites' runs from 28 November 2025 to 20 February 2026. Details are on their website: www.westmorlandandfurness.gov.uk/planning-and-building-control

TOWN COUNCIL OF GRANGE-OVER-SANDS

c. Draft Planning Design Code

Members noted that Westmorland ran a workshop in the morning, and a public consultation in the afternoon, at the Victoria Hall on 27 November. Cllr. Thomas and the Town Clerk attended the workshop.

d. Grit Bins

Members noted that residents can check if grit bins are owned by Westmorland by using the postcode search on the map on their website:

www.westmorlandandfurness.gov.uk/salt-bins

If it is, and it is empty, anyone can submit this on the highways online reporting form on their website or call the Highways Hotline on 0300 373 3306.

e. Expression of Interest in 20 mph speed limit zones

Members noted that Westmorland and Furness Council have received and logged the Town Council's expression of interest for Grange to be included in the next 20mph programme.

C25/140 Recreation Ground

14

Contractors Invitation to Tender

Members noted that contractors are invited to quote for the maintenance of the Recreation Ground. This is advertised in '*Grange Now*,' on the website, on noticeboards and social media. Anyone interested please contact the Town Clerk.

C25/141 Park Road Gardens

15

Members considered a proposal from Cllr. Thomas to approve a quote to install two handrails at Park Road Gardens using Community Infrastructure Levy (CIL) reserve funds.

RESOLVED

That a quote of £3,180.00 (ex VAT) from P. Dalton Engineering and Construction Ltd to fabricate and install two handrails at Park Road Gardens was approved.

C25/142 Christmas Lights

16

Members noted an update from the Town Clerk on the provision by Lite Ltd. that the wrong street column was strength tested so there is not a street column decoration outside the Vic Hall as planned.

Lite Ltd have agreed to rectify this by testing the column, and adding another motif, free of charge, for Christmas 2026.

Cllr. Ann Walmsley has agreed to be the contact again for Lite Ltd over Christmas.

TOWN COUNCIL OF GRANGE-OVER-SANDS

To note that all the lights on lower Main Street are out because the streetlight is out. This has been reported to Westmorland and Furness Council.

C25/143 Training

17

CALC Website Accessibility

Members noted that Cllr. Mason, the Hall Manager, Hall Administrator and Town Clerk attended the CALC online training on Website Accessibility on 26 November at 7pm.

C25/144 Staffing

18

Members noted the draft minutes of the Staffing Committee meeting held Wednesday 19 November 2025.

C25/145 Part 2

6

RESOLVED

That the meeting move to Part 2 and the public and press asked to leave.

C25/146 Victoria Hall

12

Members considered quotes for Rooms 6/7 to create the Planning Office:

- i) To remove the partition wall in Rooms 6/7.
- ii) To move the radiators as part of the work to remove the partition wall.
- iii) To paint and decorate the room and stairwell.

RESOLVED

- i) That the quote of £720 from Lakes Maintenance and Property Services to remove the partition wall in Rooms 6/7 was approved.
- ii) That, as it has become clear, after requesting this quote, that the whole central heating system needs renewing, the work to move the radiators is deferred.
- iii) That the quote of £2,780.00 (ex VAT) from Gary Porter and Son to paint and decorate the room and stairwell was approved.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C25/147 Next Meeting

19

Members noted that the next Full Council Meeting would be held:

Monday 12 January 2026, 7.00pm Victoria Hall, Main Street, Grange-over-Sands.

There being no further business, the meeting closed at 8.20 pm.

Signed:

Dated:

Chair, Grange-over-Sands Town Council