

Grange-over-Sands Town Council



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Draft Minutes

Full Council Monday 13 July 2026

Present: Cllr. R. Handley – Chair

Cllr. A. Walmsley, Cllr. T. Thomas, Cllr. J. Mason, Cllr. W. Tych, Cllr. J. Walmsley.
Cllr. Berry arrived at 7.30 pm having attended an event in Penrith on behalf of the Council.

Mrs. C. Benbow – Town Clerk

Attending: Westmorland and Furness Unitary Councillor T. Bloomer and 7 members of the public.

Before the meeting commenced, a moment of quiet reflection was held to remember two members of the community who died this month; Judith Shapland who died on 4 July and Ged Jones who died on 9 July 2026.

C26.49 Apologies for Absence

Agenda Item 1

There were no apologies received; it was noted that Cllr. Berry would be arriving later, having attended as the Council's representative at the *FutureProof* event on Community Energy in Penrith.

C26.50 Public Participation: Public Have Your Say

Agenda Item 2

- Speaker 1 Made representation to the meeting, speaking on behalf of Dalton Town Band, regarding Item 14, Music in the Park, requesting permission to use the Bandstand in Park Road Gardens on Sunday 9 August this year for a concert.

C26.51 Reports

Agenda Item 3

Westmorland and Furness Councillor Tim Bloomer:

1. **Lido Refurbishment** – stress tests on the concrete steps have now been passed and Westmorland and Furness Council are entering the final stages of the project, in preparation for handover to a new tenant.
2. **Finances**
The Council is conducting a service level review, and all departments have been asked to reduce budgets. The green waste bin payment system is now in place and generating income. However, there is still the possibility that the Council will have to request Exceptional Financial Support (EFS) from central Government.

The Mayor, Cllr. Roger Handley:

Reported that he has been following up the standard of grounds maintenance at the Ornamental Gardens and Park Road Gardens. Westmorland and Furness Council have responded and now have a dedicated operative working in Grange, which has been a great improvement.

C26.52 Minutes of the Previous Meeting

Agenda Item 4

- RESOLVED** That the Minutes of the Meeting of the Town Council held on Monday 8 June 2026 were accepted as a true record.

C26.53 Declaration of Interests and Dispensations

Agenda Item 5

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

Clerks Note *Cllr. Berry arrived later and declared an interest in Item 7 (e) Planning 2025/1177/FPA as the owner of the building.*

C26.54 Public Bodies (Admission to Meetings) Act 1960

Agenda Item 6

- RESOLVED** That items 12 (c), Victoria Hall Preparatory Works, 12 (g) Chamber Carpet and Item 15, Public Domain, should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as the items contain quotes which are commercially sensitive information.

C26.55 Music in the Park Summer Band Concerts

Agenda Item 14

Members noted that the season is successfully underway and that a request to sub-let the Bandstand was received.

The Mayor explained that Westmorland and Furness Council (WAF) had granted a licence to Dalton Town Band to use the Bandstand, unaware that the Town Council leases the Bandstand and store from WAF.

Members noted that the Town Council has leased the Bandstand and store from Westmorland and Furness Council since 2009. The lease is a rolling annual contract with no fixed term end.

7.20 pm Cllr. Berry arrived

The lease states that the Town Council is committed:

Not to assign underlet or otherwise part with possession of the Property or any part thereof for all or any part of the said term under any circumstances.

RESOLVED That, under the terms of the Westmorland and Furness Council lease, the Town Council is unable to sub-let the Bandstand and store.

C26.56 Planning

Agenda Item 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:

- a. 2026/1060/FPA
Full Application
Vanilla 9 Lowther Gardens GRANGE-OVER-SANDS LA11 7EX
Partial removal of the existing planting bed and stone wall to create larger customer parking area.

RESOLVED

OBJECTION

Grange Town Council OBJECTS to the application to remove the border at Lowther Terrace to create parking on the grounds that it would set a precedent, would lead to the area looking unbalanced and could lead to the green verge on Kents Bank Road being lost altogether.

- b. 2026/1230/HOU PEAR TREE COTTAGE WINDERMERE ROAD GRANGE-OVER-SANDS LA11 6JT
Single storey rear extension
Householder

RESOLVED

NO OBJECTION

- c. 2026/1156/FPA
Full Application
Seacroft 1 Yew Tree Road GRANGE-OVER-SANDS LA11 7AA
Demolition of the existing dwelling and detached garage and construction of a replacement self-build dwelling with attached garage

RESOLVED

COMMENT

Grange Town Council comments that if this application to create two separate dwellings is passed, this should be conditional on neither being used holiday lets or holiday accommodation.

- d. 2026/1368/FPA
Full Application
Lythcoe House Kents Bank Road GRANGE-OVER-SANDS LA11 7EY
Replacement shopfront

RESOLVED

NO OBJECTION

NOTED

Cllr. Berry declared an interest in Item 7 (e) Planning 2025/1177/FPA as the owner of the building.

- e. 2025/1177/FPA
Full Application
Lancaster Bank Main Street GRANGE-OVER-SANDS LA11 6DP
Installation of external fan condenser units to rear of building (Retrospective)

Cllr. Berry did not take part in the vote as she had declared an interest.

RESOLVED

NO OBJECTION

- f. 2026/1304/HOU
Householder
7 Fell Cottages Grange Fell Road GRANGE-OVER-SANDS LA11 6AH.
Installation of an electric vehicle charge point on the side wall of the front porch.

Clerk's Note: this application arrived after the Planning Report was published and was omitted in error. A delegated report will be sent and reported at the next Town Council meeting.

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

- a. 2026/1012/DISC BROWN ROBIN LINDALE ROAD GRANGE-OVER-SANDS LA11 6EU
Approval of Details Reserved by Condition(s) Discharge Of Conditions.

- b. 2026/1035/DISC KIRK HEY KIRKHEAD ROAD GRANGE-OVER-SANDS LA11 7DB
Approval of Details Reserved by Condition(s) Discharge Of Conditions
- c. 2026/1000/DISC BROWN ROBIN LINDALE ROAD GRANGE-OVER-SANDS LA11 6EU
Approval of Details Reserved by Condition(s) Discharge Of Conditions
- d. 2025/2132/DISC GUIDES FARM CART LANE GRANGE-OVER-SANDS LA11 7AF
Approval of Details Reserved by Condition(s) Discharge Of Conditions

C26.57 Finance - Monthly Payments

Agenda Item 8

Councillor Verification and Payment Approval

- a. Members noted that prior to the meeting two councillors verified invoices received and payments made since the last full council meeting and verified their authenticity.
- b. Members noted that two councillors verified that the monthly bank reconciliation took place.
- c. **RESOLVED**
That the payments of accounts and wages for this finance period as recorded in the payments list were approved as below.
- d. **RESOLVED**
That Cllrs. A. Walmsley and Mason would complete online authorisation of payments for the next payment period.
- e. **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 6.15pm prior to the next Full Council meeting to complete verification.

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Payments List		July 2026
Bank Account No. 1 - Direct Debit		£ -
Bank Account No. 1 - Cheque		£ -
Total Bank Account No. 1		£ -
Bank Account No. 2 - Direct Debits		
91	Lloyds Bank Plc - Card June 2026 - Monthly fee	3.00
91a	Amazon - Whole Earth Organic Sparkling Elderflower x24 (MITP)	31.90
91b	Amazon - Whole Earth Organic Sparkling Elderflower x24 (MITP)	31.90
91c	Amazon - Photo frames, Storage Boxes, Cable ties, Tea lights (Recoverable)	137.04
91d	Amazon - Laminating Pouches	9.98
91e	Amazon - Disposable Tableclothes	38.07
91f	Amazon - Anti-Bacterial Hand Wash	33.21
91g	Amazon - Refund for Dustpan & Brush	- 9.67
91h	Amazon - Tall Square Black Planter	56.99
92	WFC - 4/10 Non Dom Rates V Hall	£ 725.00
93	WFC - 4/10 Non Dom Rates Rooms 1 & 3	£ 176.00
94	WFC - 4/10 Non Dom Rates Room 4	£ 98.00
95	WFC - 3/9 Non Dom Rates Rooms 6 & 7	£ 154.00
96	Npower - Elec V Hall 01/05/26 - 31/05/26	£ 233.25
97	Npower - Elec Church Hill PC 01/05/26 - 31/05/26	£ 84.12
98	Npower - Elec Prom PC 01/05/26 - 31/05/26	£ 54.87
99	Npower - Elec Xmas Tree lights 01/05/26 - 31/05/26 (recoverable)	£ 36.33
100	Corona Energy - Gas V Hall 01/05/26 - 01/06/26	£ 504.58
101	Sage - Support 01/06/26 - 30/06/26	£ 126.00
102	BT - Tel & Broadband 01/06/26 - 30/06/26	£ 58.74
Bank Account No. 2 - Direct Bank Payments		
103	Paul Johnson Property Developments - Rec Ground Maintenance	£ 595.00
104	Aindale KTD - 6x Cloud Backup 01/08/2026 - 31/08/2026	£ 67.20
105	Aindale KTD - Domain cover 01/08/26-31/07/27	£ 154.80
106	Zurich - Insurance renewal 01/07/2026 - 30/06/2027 (May 11. C26/36)	£ 6,970.22
107	Councillor Expenses - Glass Cupboard for Bar	£ 22.23
108	Healthmatic - PC cleaning 01/07/26 - 31/07/26	£ 1,779.43
109	Lengthsman - 01/06/26 - 30/06/26	£ 551.16
110	Turnstone HR - HR support 01/07/26 - 31/07/26	£ 75.00
111	Aindale KTD - Photocopying June 2026	£ 90.19
112	Debbie's Cleaning - V Hall cleaning 01/06/26 - 30/06/26	£ 702.00
113	JT Atkinson - Stable Door (Rec Ground)	£ 255.42
114	JT Atkinson - Grave & Slate for plant pots (Vic Hall)	£ 17.89
115	Lancasters - T-Towels, Pins & M.Tape, Bulbs, 3 Keys, Bolt, Drain Cover	£ 77.19
116	NPG - CCTV Install (13th April '26, Item 12a NPG Quote SQ-0909)	£ 2,876.10
117	Screwfix - 10W Rechargeable Worklight & Single Push Pad	£ 67.47
118	Grange Plant Centre - Compost & Plants for Pots (Vic Hall)	£ 80.60
119	Wallings - Ice Creams (MITP)	£ 224.31
120	Joel Davenport - Windows Cleaned June 2026	£ 38.00
121	Hall Team Expenses - Training, Plates & Bowls, Milk (VHSG)	£ 177.33
121a	Woodbine Dairies - Semi Skimmed 1Lt	1.83
121b	Buzz Catering - Amsterdam Rocks Tumbler glasses (VHGS)	12.40
121c	Buzz Catering - 4 x Plates, 6 x Bowls, 6 x Plates (VHGS)	145.10
121d	Vital Skills by HSQE - Fire Warden / Marshal (Training)	18.00
122	Sinkfall - Skip Hire June 2026	£ 405.00
123	Ticketsource payment Strictly swing Big Band	£ 2,153.77
Total Bank Account No. 2		£ 19,963.62

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Salaries, PAYE & N.I. (Bank Account No. 2)			
	Total Salaries		£ 9,677.65
	HMRC PAYE & NI - Tax Month 2		£ 3,642.20
	LG Pension Scheme Month 2 - Employer payment		£ 3,086.98
			£ 16,406.83
	Total Bank Account No. 2		£ 36,370.45
	Total all payments for approval		£ 36,370.45
<u>Accounts paid in previous month:</u>			
Bank Account No. 1 - Direct Debit			£ -
Bank Account No. 1 - Cheque			£ -
	Total Bank Account No. 1		£ -
Bank Account No. 2 - Direct Debits			
124	Waterplus - V Hall 06/05/2026 - 05/06/2026		£ 183.63
125	Waterplus - Orn Gdns PC 07/05/2026 - 06/06/2026		£ 114.21
126	Waterplus - Church Hill PC 07/05/2026 - 06/06/2026		£ 203.34
Bank Account No. 2 - Bank Payments			
	Total Accounts paid in previous month		£ 501.18
	Grand Total		£ 36,871.63
<u>Bank Balances</u>			
	Bank Account No. 1 As at 30/06/26		£ 220,590.01
	Bank Account No. 2 As at 30/06/26		£ 427,903.60
Signed (Chairman)		Dated.....	

C26.58 Finance and Governance**Agenda Item 9****a. Casual Vacancies**

There is a casual vacancy 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.grangeoversandstowncouncil.gov.uk

b. Sickness Policy

Members considered the Staff Sickness Policy, reviewed, and amended, on the advice of Turnstone HR, in compliance with changes in employment legislation.

RESOLVED That the Staff Sickness Policy, reviewed and amended, was approved.

c. Insurance

Members noted that the Zurich Insurance renewal quote approved last meeting was adjusted as the Policy did not accurately reflect the building Survey Report. The initial quote approved in the May meeting (C26/36) was a 3-year contract at £7,156.50. This has been adjusted to a 3-year contract at £6,970.22.

d. Statement of Tenders and Contracts – Transparency Code

Members considered the Statement of Tenders and Contracts, dated 6 June 2026, as required as good practice for publication on the Town Council website by the 2015 Transparency Code.

RESOLVED That the Statement of Tenders and Contracts, dated 6 June 2026, was approved for publication on the website.

C26.59 Consultations

Agenda Item 10

a. Local Plan

A briefing on the 6-week Local Plan Scoping Consultation, which launched on 1 July 2026, took place on 24 June at 7pm. Cllrs. Handley, Berry, and Thomas attended.

Members considered a response to the consultation which runs until 11 August 2026.

RESOLVED That a meeting to consider a response for consideration at the 10 August Town Council meeting would take place on Wednesday 22 July at 10.30 am.

b. Cumbria Bus Reform Pilot Study

Members noted correspondence and questionnaire from Cumberland Council and Westmorland and Furness Council about a Bus Reform Pilot.

This is a closed survey, targeting specific organisations, businesses, groups, and individuals.

There will be opportunity for wider community conversations later in the study. If other organisations would like the link to the questionnaire, please contact

cumbriabusreformpilotstudy@jacobs.com

Response deadline: Monday 20 July 2026.

RESOLVED That Cllr. Berry would draft and circulate a response for submission.

C26.60 Member Updates

Agenda Item 11

Members received the following updates from Members on meetings/works in progress not covered in other agenda items:

- a. **Cllr. Berry – Furness General Hospital bus and meeting with Blueworks Buses.**
Cllr. Berry is still waiting to hear if the bus service to the hospital will be reinstated. Blueworks Buses and PEAT (Peninsula Environment Action Together) are discussing the possibility of providing an on-demand bus service in a radius of 8 miles. The Booth's bus is being reinstated. Blueworks Buses have requested acknowledgment of support from Grange Town Council.
- b. **Cllr. Thomas - Nutwood Patient Group Meeting on 23 June 2026.**
The Group are looking for new members, everyone is welcome, particularly younger people.
- c. **Cllr. Thomas – Furness Line Community Rail Partnership on 9 July 2026.**
Reported that the Civic Society has cleaned the underpass and it looks much better. Grange Station is on the list for being painted this financial year.

C26.61 Victoria Hall

Agenda Item 12

- a. **Listed Building Consent**
Members noted that the application for Listed Building Consent to remove the Room 6/7 Planning Office partition wall is underway and a Proposed Schedule of Works and Methodology, as requested by the Conservation Officer, has been submitted.
- b. **Victoria Hall Working Party**
A meeting of the Working Party took place on 8 July.
Cllrs. Handley, Thomas, J. Walmsley, Tych, Berry and the Hall Manager, Hall Administrator and Town Clerk took part.

Members noted an update from attendees, that the meeting was about Project 125, which is the project named in recognition of 125 years of the Hall to decarbonise the Hall and replace the gas boilers.

The next meeting of the Working Party will be Wednesday 5 August, 2–3.30pm.

c. Project 125 – Energy Efficiency and Accessibility

i) CIL Funding Bid

A meeting with Westmorland and Furness officers and Councillors Helen Chaffey and Tim Bloomer took place on 23 June 2026.

Cllr. Chaffey is the Cabinet Portfolio Holder for Communities, Culture, Customer Services and Communications.

Cllrs. Handley and Tych, the Town Clerk and Hall Manager took part.

Cllrs. Chaffey and Bloomer are in support of Project 125.

Members noted an update on the submission of a Strategic Outline Case to the Westmorland and Furness Council Community Infrastructure Levy (CIL) Fund that an application for £250,000 was submitted on 9 July 2026.

ii) Preparatory Works

The current central heating gas boilers are in the cellar, which has some encapsulated asbestos in the ceiling. Members considered quote from specialist contractor for safe removal ahead of any work to change the central heating system.

This item was considered in Part 2 of the meeting.

iii) Accessibility Audit

Members considered quote for accessibility audit.

RESOLVED

That the item was deferred, pending further research into grants from Action with Communities in Cumbria (ACT), which Cllr. Berry had found out about that day at the Future Proof Cumbria Event.

d. Partnership Policy

Members considered the Partnership Policy which has been revised considering working practices.

RESOLVED

That the Partnership Policy which has been revised considering working practices was approved.

e. Stage Use Policy

Members considered draft Stage Use Policy.

RESOLVED

That the Stage Use Policy was approved.

f. Security System

Members considered £1,694.67 further costs to NPG to install additional Fire Alarm detection, identified in the course of works approved April 2026 (Ref: C25/222).

RESOLVED That 1,694.67 further costs to NPG to install additional Fire Alarm detection, identified in the course of works approved April 2026 (Ref: C25/222) was approved.

g. **Chamber Carpet**

Members considered quote to supply and fit carpet tiles in Chamber, to be funded from VHSG donations as part of the Chamber refurbishment project.

This item was considered in Part 2 of the meeting.

h. **Fire Safety – Hall Chairs**

Members considered purchasing black (£1,201) or colour-matched (£1,436) links for the Hall chairs, to ensure fire safety compliance. When there are a hundred or more in the audience, chairs should be clipped together.

RESOLVED That the purchase of black links for the Hall chairs, costing £1,201, to ensure fire safety compliance, was approved.

C26.62 Westmorland and Furness Council

Agenda Item 13

a. **Bus Services**

Members noted correspondence and timetable from Westmorland and Furness Council, that a contract has been agreed with Stagecoach for a Monday to Saturday service from Grange to Windermere during the summer holidays and for an extension of the current 530 and 532 services to continue until at least November.

A timetable leaflet will be produced and displays at bus stops along the route will be updated with the new times once the service starts.

b. **Neighbourhood Plan**

The Grange Neighbourhood Plan ends in December 2027. WAF are offering consultant support for reviewing plans. A meeting took place with Erin Scarsbrook from Bluestone Planning. Cllrs. Thomas and Handley and the Town Clerk took part.

Members noted subsequent correspondence from Bluestone, that Bluestone will be reviewing our Neighbourhood Plan once the updated National Planning Policy Framework (NPPF) has been published, to identify any areas of conflict and determine whether any material modifications are required.

A meeting will then be held to agree next steps.

C26.63 Public Domain

Agenda Item 15

Members considered a quote sourced by Cllr. Thomas, to install a handrail at the steps into the Normandy Veterans' Garden, at the base of the sloping path access from the road down to the picnic bench, to be funded from the Community Infrastructure Levy reserve (*circulated*).

This item was considered in Part 2 of the meeting.

C26.64 Peninsula Environment Action Together (PEAT)

Agenda Item 16

To note updates from Cllr. Berry:

a. **Sea Changes Water Bottle Refill Station.**

This is now installed and usable at the Prom Loos; PEAT launched it with a stall at Prom Art, this was a successful event, they engaged with over 120 people.

b. **Engagement Events** – Cllr. Berry had been attending the Future Proof (previously CAFS) event at Penrith, getting information for Project 125 about grant funding for renewables.

C26.65 Public Conveniences

Agenda Item 17

Members noted the following update on the grant application to WAF Public Conveniences capital fund, received 2 July 2026 from the Interim Senior Manager Outdoor and Leisure:

My sincere apologies for the delay in coming back to you.

The decision with regards to the funding award for Grange was subject to the outcome of another project due to the high volume of applications and limited funds. Based on the information received I am unfortunately not able to allocate any funding on this occasion. Should we receive any further allocations I will let the town council know.

I appreciate that this will be disappointing but we do not have the additional funds available to allocate.

C26.66 Have Your Say

Agenda Item 18

To note the matter raised in Item 3, Public Participation, at the June 2026 Town Council Meeting:

Made representation to members speaking as a resident of the Castles and Coasts Housing Association development at Cedric Walk, expressing concern that, following an incident in 2018, it has become clear that there are no fire escapes, and that

double parking in the development consistently restricts access for emergency vehicles.

To consider a proposal and draft letter from Cllr. J. Walmsley that the Town Council write to the Housing Association to highlight the concerns raised.

RESOLVED That a letter would be sent to the Housing Association, raising the concerns and not using the term 'double parking' but explaining what the parking problem is.

C26.67 Part 2

Agenda Item 6

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

C26.68 Part 2 Victoria Hall

Agenda Item 12

i) **Preparatory Works**

The current central heating gas boilers are in the cellar, which has some encapsulated asbestos in the ceiling. Members considered quote from specialist contractor for safe removal ahead of any work to change the central heating system.

RESOLVED That the quote of £14,250.00 (plus VAT) from West Coast Thermal Ltd. was approved.

ii) **Chamber Carpet**

Members considered quote to supply and fit carpet tiles in Chamber, to be funded from VHSG donations as part of the Chamber refurbishment project.

RESOLVED That the quote of £3,601.00 (plus VAT) from Wilson Robinson to supply and fit carpet tiles in Chamber, to be funded from VHSG donations as part of the Chamber refurbishment project, was approved.

C26.69 Part 2 Public Domain

Agenda Item 15

Members considered a quote sourced by Cllr. Thomas to install a handrail at the steps into the Normandy Veterans' Garden at the base of the sloping path access from the road down to the picnic bench, to be funded from the Community Infrastructure Levy reserve.

RESOLVED That the quote of £1,520.00 (plus VAT) from Philip Dalton to install a handrail at the steps into the Normandy Veterans' Garden at the base of the sloping path access from the road down to the picnic bench, was approved.

C26.70 Next Meeting

Agenda Item 19

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

Monday 10 August 2026 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm

There being no further business, the meeting closed at 8.30pm

Signed:

Dated:

Chair, Grange-over-Sands Town Council