

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:
Cllr. Roger Handley

Vice-Chairman/Deputy Mayor:
Cllr. Ann Walmsley

Town Clerk:
Mrs. C. Benbow



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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 13 October 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 13 OCTOBER 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 11 August 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. 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

b. Risk Assessments – Finance and Governance

To note the report for Finance and Governance Risk Assessments and approve the following Risk Assessments (*circulated*):

- i) Finance
- ii) Governance
- iii) Website and IT
- iv) Business Continuity

c. Internal Audit Plan

To consider and approve the Internal Audit Plan for financial year 2025-26 (*circulated*).

d. Internal Auditor

To appoint an Internal Auditor for the financial year 2025-26 (*circulated*).

e. Victoria Hall Support Group (VHSG)

To note the receipt of £10,000 donation from the VHSG and that the remaining donation balance, held in reserve, is now £15,717.33.

This quarter (to 30 Sept) there have been the following purchases using the VHSG donation:

Russell Hobbs Chest Freezer 198L - £190.83

Planning Office (Room 6/7) - Pouffe x 3, cushions x 2, tray - £67.51

Planning Office (Room 6/7) – Chairs x 4 - £526.08

f. 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. Legionella Risk Assessment.
- ii. Remembrance Risk Assessment (*circulated*).

g. Policies Review

To note the updated Policies Review Schedule and consider the following policies which have been reviewed:

- i. Victoria Hall Fire Safety Policy.
- ii. Legionella Policy.
- iii. Victoria Hall Contractors Policy (*circulated*).

h. Insurance Valuations

- i. To note that valuations of all six properties the Town Council is responsible for are required for insurance purposes. This includes the Victoria Hall, three blocks of public conveniences (Church Hill, Promenade and Ornamental Gardens), the Recreation Ground kiosk and the War Memorial.
- ii. To note the 2013 valuation report from NPS (*circulated*).
- iii. To consider quotes for undertaking the buildings reinstatement valuation for insurance purposes (*circulated*).

i. **Bank Authorisation**

To consider approving Cllrs. Julie Mason and Wlodek Tych as signatories to authorise bank payments.

j. **AGAR Accessibility Compliance 2026**

To consider quote from Treble3 website provider to re-vamp the Town Council website and provide gov.uk emails for councillors to ensure compliance for audit (*circulated*).

10. Consultations

To consider the Council's participation in appropriate consultations.

11. Updates from Members

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

- a. **Cllr. Handley - Planning Training** - online planning session hosted by Westmorland and Furness Planning Officers on Monday 1 September 2025, 7pm.
- b. **Cllrs. Handley and J. Walmsley – Councillor Surgery** - Saturday 4 October 2025.
- c. **Cllr. Thomas – Furness Line Community Rail Partnership (FLCRP)** meeting 2 October 2025.
- d. **Cllr. Thomas** - Nutwood Patient Group meeting 7 October 2025.

12. Victoria Hall

To note any update.

13. Westmorland and Furness Council

a. **Waste Change Programme**

To note an update to Town and Parish Councils on the Westmorland and Furness Waste Change Programme (*circulated*).

b. **Tree Preservation Order**

To note correspondence about a Tree Preservation Order at Shoreside Development adjacent to Kents Bank Road (*circulated*).

c. **Electoral Ward Boundary Review**

To note that the Local Government Boundary Commission has completed the review of electoral arrangements for Westmorland and Furness Council and that no changes are proposed for the Grange and Cartmel Peninsula Ward.

Full details are at: <https://www.lgbce.org.uk/all-reviews/westmorland-and-furness> (*circulated – summary of final recommendations*).

14. Remembrance Sunday

To note that this will take place on Sunday 9 November, with the Civic Service of Remembrance at 2pm, then wreath laying at the War Memorial. On Tuesday 11 November, a short service and minute silence will be held at the War Memorial. All are invited to both events (*circulated*).

15. Public Lavatories

To approve payment to Healthmatic for two new Nayax machines required at the Church Hill lavatories, costing £560 (ex VAT) each.

16. Christmas Lights

a. Street Column Decorations

To note that a quote from Lite Ltd. of £4,800 (ex VAT) was approved at the last meeting, pending quotes to strength-test the street columns. This is to extend the contract to include eight more street column motifs on Main Street. This quote included a one-off charge for initial infrastructure of £2,400 (ex VAT).

b. Street Column Structural Testing

To approve payment of £2,362.50 (ex VAT) to Lite Ltd for the structural testing which is now required by Westmorland and Furness Council.

c. Community Infrastructure Levy (CIL) Reserve

To consider paying the one-off charges for initial infrastructure of £2,400 and the £2,362.50 for the structural testing from the Community Infrastructure Levy (CIL) reserve funds.

17. Yewbarrow Development

To note an update from South Lakes Housing on the Yewbarrow Lodge redevelopment received on 30 September 2025 (*circulated*).

18. Training

To consider correspondence from the Friends of the Lake District who are offering online, or in-person, planning training for a suggested minimum donation of £50 for the session, and agree dates if training is agreed.

The dates offered are 4 November, 2 or 9 December, 20 or 27 January. They can hold sessions at 4pm, 6pm or 7pm on those dates (*circulated*).

19. Staffing

To note the draft minutes, and consider recommendations, of the Staffing Committee Meetings held 13 August 2025 (*circulated*) and 8 October 2025 (*circulated*).

20. Bailey Lane Level Crossing

To note correspondence received 6 October 2025 from the Planning Inspectorate, regarding Bailey Lane Level Crossing, and that a public inquiry is to be held in Grange (*circulated*).

21. Next Meeting

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

Monday 10 November 2025 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm