

TOWN COUNCIL OF GRANGE-OVER-SANDS

Acting Chairman:
Cllr. Ron Shapland M.B.E.

Town Clerk:
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 12 October 2015 at 7.00pm.

(Please Note: Under the Openness of Local Government Bodies Regulations 2014 this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public)

AGENDA

1. Council Chairman for the Council Year 2015/16

- a. To note that Bill Woods resigned as Chairman and from the Council on 24 August 2015.
- b. To note the Election Timetable published by SLDC for the vacancy in South Ward and that the election will take place on Thursday 5 November 2015.
- c. To elect the Council Chairman for the Council Year 2015/16 from the current council membership and to receive from the chairman acceptance of office forms.
- d. In the event of the Mayor being elected as chair, to elect the Vice Chairman for the Council Year 2015/16 from the current Council membership and to receive from the Vice Chairman acceptance of office forms.

2. Apologies for Absence

To receive and note apologies from members.

3. Minutes of the Previous Meeting

To authorise the Chairman to sign the Minutes of the Meeting of the Town Council held on Monday 10 August 2015 as a true record.

4. Declaration of Interests and Dispensations

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

5. Public Participation

To receive reports from the following:

1. Police Report
2. District Council Report
3. County Council Report

To receive a presentation from Grange in Bloom Group.

Have Your Say: Members of the public are invited to speak on matters related to the agenda for up to three minutes.

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. Please note that planning applications may be considered at late notice.

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 prior to the 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 verify the invoices and payments for the next payment period.
- e. To identify and approve two councillors to complete the online authorisation of the payments for the next payment period.

9. Grants

- a. To note that there are no new grant applications to consider this month.
- b. To note that Grange Town Council contributes each year to the 1st Grange & Cartmel Scout Group by photocopying their Christmas fundraising quiz. At Full Council on 13 October 2014 (Ref: C14/093c) members resolved that this contribution should be made annually to the Scouts without the requirement of a formal application to Council provided that the total amount of copying remained at 1000 copies.
- c. To note that the photocopying of the Scout Group Christmas quiz is underway in the Council office.

10. Consultations

To consider the Council's participation in appropriate consultations:

- a. South Lakeland District Council have revised their Statement of Gambling Licensing Policy and this is currently in consultation. The consultation opened on Monday 31st August 2015 and will close on Monday 20th November 2015. This is an online survey through the SLDC website. The draft policy is available online. Grange Town Council has been invited to comment and members can choose to comment individually online or agree to collate a group response.
- b. To note that the Council was invited to take part in the Cumbria County Council Traffic Regulation Order Consultation and that the Town Council expressed support for the implementation of the Traffic Regulation Order for Charney Well Lane – Prohibition of Motor Vehicles Except for Access. The deadline for this fell between meetings and the response made due to the large amount of correspondence from the public asking the council to respond in support of the Order.

11. Meeting Updates from Members

To receive reports from meetings and briefings attended by councillors since the last full council meeting.

12. Chairman's Update

To receive an update from the Chairman about works in progress.

13. Neighbourhood Plan

To receive a progress report from the Steering Committee Spokesperson Cllr. Greenway.

14. Grange Area Saturday Bus Service

To note the update on the situation regarding Saturday Bus Service provision (circulated)

15. Berners Plaque Installation

To receive an update from Cllr. Greenway regarding the plaque installation at Berners and to note that this item has been included in the Council's insurance cover at no additional cost.

16. Councillor Surgeries

To receive a progress report on the Councillor Surgeries from Cllr. Thomas and to consider future surgeries.

17. War Memorial

To note the correspondence from the Monumental Sculptors (circulated) and consider actions.

18. Police Provision – Resident Concerns

To consider correspondence (circulated) from a resident to Cllr Harvey and consider actions.

19. Victoria Hall Future

To note the update on the future of Victoria Hall and consider setting up an Action Group to focus on the Victoria Hall (update circulated)

20. Victoria Hall Maintenance

To consider the report on the Victoria Hall Maintenance Programme (circulated)

21. Governance

a. Risk Assessments

To note the report for risk assessments and approve the risk assessments for Finance, Governance, Website & IT and Business Continuity (report and four risk assessments circulated)

b. Asset Register

To note the reviewed Asset Register (circulated)

c. Internal Control Systems

To consider the review of the effectiveness of Systems of Internal Control (circulated)

d. Internal Audit Plan

To consider and approve the Internal Audit Plan (plan circulated)

e. Internal Auditor

To appoint Internal Auditor (report circulated)

f. Appointment of Town Clerk

To note that further to the resolution made at the previous meeting (C15/092) Claire Benbow was appointed Town Clerk (Responsible Financial Officer and Proper Officer) on 20 August 2015.

22. Training

- a. To consider CALC training for members and staff in budgeting and business planning as proposed by Cllr Greenway (report to be circulated)
- b. To consider and approve the Information Centre Manager receiving website training at the cost of £100 having noted the risk of not having staff trained to use the site identified in the risk assessments discussed earlier in the agenda.

23. Bank Signatories

To consider and approve removing Bill Woods and Paul Fitt and adding Ann Walmsley as bank signatories for the Town Council.

24. Next Meeting

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

Monday 9 November 2015 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm

Signed *C. Benbow*

C. Benbow, Town Clerk

Please note that this meeting will be followed by a meeting of the Bay Villa Trust