

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman:
Cllr. Bill Woods

Civic Mayor:
Cllr. Ron Shapland M.B.E.

Acting Town Clerk:
C. Benbow



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

Dear Councillor

You are requested 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 8 June 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 FULL COUNCIL MONDAY 8 JUNE 2015

1. Apologies for Absence

To receive and approve apologies from members.

2. Minutes of the Previous Meeting

To authorise the Chairman to sign the Minutes of the Meeting of the Annual Town Council held on Monday 18 May 2015 as a true record.

3. Declaration of Interests and Dispensations

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

4. Public Participation

To receive reports from the following:

- a. Police Report
- b. District Council Report
- c. County Council Report
- d. Mayors Report

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

5. 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.

6. 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.

7. Draft Council Strategic Priorities for 2015/16

To consider approving the Draft Council Strategic Priorities for 2015/16 as follows:

- a. Neighbourhood Plan - completed, voted by residents, approved by Inspector.
- b. Review of finance, staff and admin costs, accountants, appointment of a Town Clerk.
- c. Victoria Hall - secure grants, complete repairs, more bookings, review long term future.
- d. Progressing Lido, promenade, ornamental garden improvements with SLDC/3Ps.
- e. Better signage including toilets and to promenade, cycle racks installed.
- f. Improved communication with residents and responding to their concerns.
- g. Information Centre - attracting more volunteers, web site development, increase sales.
- h. Upgrading play area and toilet facilities at recreation ground and park plants (fundraise).
- i. Working through Community Led Plan Actions.
- j. Training for councillors in planning and council management.

8. Appointments to Committees

To consider that appointments of councillors to the Personnel and Facilities Committee be deferred until meeting dates are approved by full council.

9. Advisory Groups

To consider the creation of four Advisory Groups, to report verbally on progress to Full Council and make written advisory recommendations to Full Council for approval.

To note that these Advisory Groups would only be able to make recommendations to Full Council, not make decisions.

To note that wherever possible, these advisory groups would be open to the public to observe and take part in if invited. Meetings would be advertised on the Victoria Hall notice board.

The Advisory Groups and initial remits proposed are:

- a. **Finance and Review** - for staffing, regulations, procedures, asset register, accountants and budget.
- b. **Victoria Hall and Information Centre** - Victoria Hall to include: repair programme, grants, promoting and increased usage, potential kitchen upgrade and simplifying the small contractors scheme.
Information Centre to include: recruiting more volunteers, sales and web site development.
- c. **Projects** - move forward the Lido, promenade and parks, working with SLDC and 3Ps.
- d. **Grange Area Group** - improve public convenience and promenade signage. Pedestrian safety, parking and traffic. Tidy up 'grot' spots and minor jobs for Lengthsman. Look into possibility of restoring Saturday bus service with other parishes. Progress actions from Community Led Plan.

10. Appointments to Advisory Groups

To appoint councillors to the advisory groups, noting that all other councillors can attend and take part if they wish:

- a. Finance and Review
- b. Victoria Hall and Information Centre
- c. Projects
- d. Grange Area Group

11. Member External Office Holders for 2015/16

To consider and approve the following draft Member External Office Holders list for 2015/16:

| | |
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| Neighbourhood Plan | Cllrs. Greenway and Thomas |
| CALC District Association | Town Clerk |
| Grange in Bloom | Cllr. Thomas |
| Local Area Partnership | Cllrs. Greenway, J. Shapland and Ingle |
| Fair Trade Grange | Cllr. Thomas |
| Grange Prom Youth Project | Cllrs. J. Shapland and Haythorn |
| Grange Action Food Group | Cllr. R. Shapland |
| Edwardian Committee | Cllr. Thomas |
| 3Ps | Cllr. R. Shapland |
| Nutwood Patients Group | Cllr. Thomas |
| Furness line Community Rail Partnership | Cllrs. Ingle and Thomas |
| Bay Villa Trust | All Councillors |
| Cartmel Old Grammar Foundation | Jane Strawbridge (nominated by GTC) |
| Connecting Cumbria's Digital Inclusion Hub Co-ordinator and Broadband Champion for the Cartmel Peninsula parishes. | Frank McCall |

12. 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 identify and approve 2 councillors to verify the invoices and payments for the next payment period.
- d. To approve and authorise the payment of accounts and wages as recorded in the payments list to be circulated.

13. Grants

- a. To consider the amended grant form (circulated)
- b. To consider the request from Prom Art that Grange Town Council support the event by organising Portaloos for the season and contributing £120 towards the fee, the remainder of which will be paid by Prom Art.
- c. To note that Cartmel Old Grammar School Foundation offers educational grants to students in the whole of the Cartmel Peninsula and that forms are available from the Town Council office.
- d. To consider supporting Grange Chamber of Trade in promoting tourism in the town through a programme of leaflets and events by contributing £300 to the Chamber.

14. Communications

- a. To consider the effectiveness of councillor surgeries as a means of communicating with residents.
- b. To consider requesting that Grange Now print a monthly article from the Town Council.
- c. To consider paying for a monthly insert in Grange Now with contact details of GTC for residents to get in touch.
- d. To consider the offer from Grange Chamber of Trade for the Town Council to be part of their stand at the Edwardian Festival to promote the council including the Information Centre.

15. Local Area Partnership

- a. To consider submitting a request to the LAP to put the lack of a Saturday bus service on their agenda.
- b. To consider working with other parishes in the area to restore the service.

16. Chairman's Update

To receive an update from the Chairman about works in progress, including:

- The Band Concert season
- Yewtree Playground
- Grange Fell Allotment flood prevention scheme
- Promenade lavatory door repairs
- Lengthsman use of SLDC skip
- Victoria Hall repairs and maintenance and SLDC grant
- Request for free car parking during Kents Bank road electric cable replacement
- Emergency service provision and access to the Promenade
- Guides Lot railing enquiries to Network Rail
- The Lido

17. Meeting Updates from Members

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

To include update from Cllr. Walmsley regarding 4 June meeting at school.

18. Neighbourhood Plan

To receive a progress report from the Chairman.

19. Planting for 2016/17

- a. To note that from April 2016, GTC will have to fundraise for plants as SLDC cuts would come into effect then.
- b. To consider submitting a grant application to the SLDC Environmental Fund for plants and public domain improvements and providing £100 match funding from public domain budget.

20. Internal Audit

- a. To note that the Internal Audit took place on 27 May 2015.
- b. To note the Internal Audit Report dated 27 May 2015 – circulated.

21. 12 Month Year-End Report 14-15

To note the Year-End Report 14-15 that has been audited by the Internal Auditor and the Council's accountant – circulated.

22. Annual Return

- a. To approve the Statement of Accounts and Annual Governance Statement in the Annual Return for the year ended 31 March 2015 – circulated.
- b. To authorise the Chairman and Acting Town Clerk to sign the statements.
- c. To authorise the submission of the Annual Return for the year ended 31 March 2015 for external audit on Monday 29 June 2015, following the prescribed period for public examination from Monday 1 June 2015 to Friday 26 June 2015.

23. Bank Signatories

a. NatWest Council Account

To approve amending the authorised signatories in the current mandate for banking, for the Town Council's Natwest bank account, to remove Nicholas Thorne, Elizabeth Lewis, Paul Fitt and Frank McCall and to add William Woods and Joanna Greenway as signatories.

b. NatWest Information Centre Account

To approve amending the authorised signatories in the current mandate for banking, for the Town Council's Information Centre Natwest bank account, to remove Nicholas Thorne, Elizabeth Lewis and Frank McCall and to add William Woods, Joanna Greenway and Tricia Thomas as signatories.

c. Unity Bank

To approve amending the authorised signatories in the current mandate for banking, for the Town Council's Unity bank account, to remove Nicholas Thorne and to add William Woods as signatories.

24. Victoria Hall Maintenance Programme

- a. To consider replacing the metal dressing room windows. (report circulated)
- b. To consider repairing the corridor flooring on the ground floor. (report included in above)

25. Insurance

- a. To note that the councils insurance is due for renewal on 1 July 2016 and that the current insurers have offered a discount to the council if 3 year renewal is taken a year early, on 1 July 2015.
- b. To consider this renewal offer and to compare quotes from other providers to ensure best value. (report circulated)

26. Next Meeting

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

Monday 13 July 2015 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm

Signed *C. Benbow*

C. Benbow, Acting Town Clerk