

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:

Cllr. Peter Endsor

Vice-Chairman/Deputy Mayor:

Cllr. Tracy Hathorn

Town Clerk:

Mrs. C. Benbow



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

Minutes of the Meeting of the Town Council held in the Victoria Hall, on Monday 11 December 2017 commencing at 7.00 pm.

Present:

Cllr. P. Endsor – **Chair**

Cllr. Greenway, Cllr. Walmsley, Cllr. Hathorn, Cllr. Shapland

Cllr. Ingle, Cllr. Thomas, Cllr. Harvey

Mrs. C. Benbow – Town Clerk

In attendance:

11 members of the public

Prior to the meeting, Susannah Bleakley from Morecambe Bay Partnership gave a presentation about their latest projects including *More to Explore*, the Electric Bike Network and improving signage around the Bay.

**Minute
Ref:****Agenda No:**

C17/146 Apologies for Absence

1

NOTED

There were no apologies received.

C17/147 Reports

2

Police Report

There was no police representation.

District Council Report

District Councillor Eric Morrell gave District Councillor Mary Wilson's apologies.

County Council Report

County Councillor Bill Wearing reported that:

- 1. County Council Budget Consultation** - this proposes that the Precept demand from the County Council is increased by 3.99%. The County invites comments.
- 2. Windermere Road** – Cllr. Wearing has asked the police to enforce the 7.5 tonne restriction on lorries, and speeding restrictions, on Windermere Road.

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- 3. Flooding** – 22 November saw the worst flood in 20 years on Windermere Road and Yewbarrow Terrace. There will be a meeting with the Environment Agency and Cumbria County Council for affected residents. Cllr. Wearing will report back in January.

Mayors Report

Mayor Cllr. Peter Endsor reported that:

The response to the new Christmas lights in the town has been fantastic, lots of positive feedback. The Mayor attended the Christmas event at St Pauls. The Christmas in Grange event was held on Saturday 2 December and was a great success, thanks to Cumbria County Council for allowing us to hold our Christmas market on the Library car park.

C17/148 Public Participation: Public Have Your Say 3

Members of the public agreed that their names may be included in the minutes.

Helen Holcroft Made a representation to members with regard to Items 7c and 11, requesting the Town Council's support in objecting to Planning Application SL/2017/1039 and rejecting the land sale request from SLDC.

Liz Benson Made a representation to members with regard to Items 7c and 11, in support of Mrs Holcroft in opposing Planning Application SL/2017/1039.

C17/149 Minutes of the Previous Meeting 4

RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 13 November 2017 were accepted as a true record, having been amended at Cllr. Shapland's request that Mrs Shapland's Have Your Say (C17/128) had the following added: '*and how the site was currently being maintained*'.

C17/150 Declarations of Interests and Dispensations 5

NOTED Cllr. Walmsley declared a pecuniary interest in Items 7c, Planning, and 11c, Land Sale Consultation.

C17/151 Public Bodies (Admission to Meetings) Act 1960 – Excluded Item 6

RESOLVED That item 17 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2, as it involves consideration of a quote which is commercially sensitive information.

C17/152 Planning Report 7

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

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a. SL/2017/0971

Kilspindie, 20 Carter Road

Single storey extension

Full Planning

RESOLVED

NO OBJECTION

b. SL/2017/1004

64 Kentsford Road

Front porch & replacement single storey extension

Full Planning

RESOLVED

NO OBJECTION

Cllr. Walmsley left the room.

c. SL/2017/1039

The Studio, Grange Promenade

Change of use of artist (use class Sui Generis) to café (use class A3) & erection of adjacent toilet building

Full Planning

Members considered the Change of Use and Erection of Building Applications separately.

Cllr. Greenway requested that a named vote was recorded.

(i) Change of Use

RESOLVED

That GTC supports CHANGE OF USE and requests conditions.

NO OBJECTION to change of use – provided the following conditions are met:

1. That the toilet block has baby changing facilities which are open to the public;
2. That a refuse bin is provided and emptied every day;
3. That the whole area, including nearby playground and the shelter, is swept and kept clear of litter;
4. That any landscaping work is done with the co-operation of the Prom Gardeners.

Votes in favour: Cllrs. Thomas, Ingle, Hathorn and Endsor.

Votes against: Cllrs. Shapland and Greenway.

Abstentions: Cllr. Harvey.

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(ii) Erection of adjacent toilet building

RESOLVED

NO OBJECTION

Votes in favour: Cllrs. Thomas, Ingle, Hathorn and Endsor.

Votes against: Cllrs. Shapland, Greenway and Harvey.

Cllr. Walmsley returned to the room.

d. SL/2017/1041

Tree Tops, The Crescent

Single storey side & rear extensions& internal alterations

Full Planning

RESOLVED

OBJECTION

Grange Town Council objects to this application as the south west elevation is overbearing and unneighbourly.

To note the following Grange Town Council application for Listed Building Consent is being processed:

SL/2017/1011

Victoria Hall, Main Street

Temporary Secondary Glazing to the upper half of 3 windows in the Main Hall

Listed Building Consent

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

a. SL/23017/0678

Old Coach House, Fernleigh Road

Variation of condition 2 Approved Plans attached to Planning Permission SL/2016/0121
Conversion of storage building to dwelling (Revised scheme SL/2012/0687)

Grant with conditions

b. SL/23017/0811

Annexe, 7 Morecambe Bank

Variation of condition 3 attached to Planning Permission SL/2009/0201 to allow use of existing studio as holiday letting accommodation

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Grant with conditions

c. SL/23017/0891

Lake Lodge, Castlehead, Lindale

Engineering works to accommodate approved extension SL/2016/0466 & proposed landscaping/terracing (part retrospective)

Grant with conditions

d. SL/23017/0925

1 Stone Terrace

First floor extension

Grant with conditions

e. SL/23017/0936

Beech Hill, 53 Carter Road

Two storey side extension & alterations

Grant with conditions

f. Delegated Authority - Members noted that the following items were responded to under delegated authority as the consultation deadline fell between meetings:

No items had consultation deadlines which fell between the meetings.

g. Notice of Appeal – Members to note that an appeal has been made to the Secretary of State (Planning Inspectorate) in relation to the following item:

a. SL/2015/0924

Church Buildings, Main Street

Variation of condition 8 (opening hours) attached to planning permission SL/2015/0924 (Change of Use to hot food takeaway)

h. Withdrawals/Not Progressing – Members to note that the following application(s) has been withdrawn/are not progressing.

None this month.

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C17/153 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.

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 approve next finance period payments

RESOLVED That Cllrs Endsor and Thomas would verify the invoices and payments for the next payment period.

e. Identification of Councillors to complete online authorisation of payments

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

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Payments for Approval

December 2017

<u>1 Accounts for Payment</u>	<u>£</u>
<u>Cheques (Nat West)</u>	
234 Grange Plant Centre - V Hall Christmas Tree	35.00
Petty Cash (transfer from 37T Info Centre Cash)	40.74
Total Nat West account	<u>£ 75.74</u>
<u>Unity Trust</u>	
<u>Direct Debits (Unity)</u>	
1- M9 SLDC - Non Dom Rate. V. Hall	536.00
2- M9 SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office	144.00
3- M9 SLDC - Non Dom Rate Tourist Information Centre	57.00
211 M9 SLDC - Non Dom Rate Room 4	81.00
226 Npower - V Hall Elec 2 Aug to 1 Nov 17	534.30
227 Npower - C Hill PC Elec 1 Aug to 31 Oct 17	83.00
228 Npower - Prom Lido PC Elec 1 Aug to 31 Oct 17	44.54
Data Protection registration	35.00
232 Corona Energy - V Hall gas October 2017	351.32
<u>Direct Bank Payments Unity Trust</u>	
224 Viking - stationery, HP ink cartridges/marker chalk	101.98
225 CPC - V Hall emergency lighting batteries, LEDS	147.12
231/ KTD - renewal of Office 365 sub	345.60
245 KTD - MS Office	525.60
246 KTD - photocopying 27 June to 30 Nov 2017	118.13
233 PR Books - IC stock	93.50
235 S Haines - reimbursement storage box (Glassjacks)	22.40
GTC Fair Fundraising expenses	74.40
236 Jean Airey - internal audit visit Nov 17	220.25
238 R Rhodes Ltd - V Hall connect dishwasher & repairs	297.60
239 Westmorland F & S - repair to security system	385.20
240 A Muir - V Hall clear blocked outlet to gutter	30.00
241 SLDC - V Hall Bldg Regs inspection roof & doors	150.00
242/ Plan-et - Neighbourhood Plan consultancy	2,700.00
243 Plan-et - Neighbourhood Plan consultancy	1,344.00
244 WB Electrical - V Hall emergency lighting repairs	312.60
247 Lengthsman - November 2017	704.00
248 Healthmatic - Public Conveniences cleaning Dec 17	1,590.00
249 Intouchcrm - website monthly hosting December 2017	35.99
250 T Clerk - GTC Fair fundraising expenses	108.00
Total Unity Trust account	<u>£ 11,172.53</u>
Total accounts	<u>£ 11,248.27</u>

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2 Salaries, PAYE & N.I. (Unity Trust)

Total Salaries	£ 5,772.58
HMRC PAYE & NI - Tax Month 8	£ 1,444.60
LG Pension Scheme Month 8 - employer payment	£ 2,267.83
	<u>£ 9,485.01</u>
 Total Unity Trust account	 <u>£ 20,657.54</u>
 Total all payments for approval	 <u>£ 20,733.28</u>

3 Accounts paid in previous month - approved

Unity Trust

Nat West

Cheques

Accounts paid in previous month - not yet approved

Unity Trust

230 WPS - christmas lights additional insurance premium 39.28

237 Cumbria Chamber of Commerce - TC training day 144.00

Unity Trust

Direct Debits

222 Plusnet 9/11 to 8/12 2017 - tel & broadband 56.21

229 XLN calls & line rental December 2017 37.25

Nat West

Cheques

Direct Debits

223 Barclaycard transaction fees October 2017 24.88

Total Accounts paid in previous month £ 301.62

Grand Total £ 21,034.90

4 Bank Balances

NatWest Current Accounts 127,213.86

Unity Trust Bank 146,690.30

5 Transfers between bank accounts

a. Casual Vacancy – Co-option

Councillors voted to co-opt a new Town Councillor. Candidates were voted for in the following order: C. Logan, J. Mason, J. Mitchell, J. Senior.

Cllr. Harvey abstained because he didn't attend the interviews. An absolute majority voted in favour of the first candidate, C. Logan. No further voting was required.

RESOLVED

That Claire Logan was co-opted onto the Town Council.

b. Internal Audit

Members noted the Internal Auditor's interim half year report to 30 Sept following the Internal Audit on 22 November 2017. There were no recommendations. This confirms that the Council finances are operated in compliance with the Accounts and Audit Regulations.

c. Draft Budget

Members noted the draft budget 2018/19, draft Summary and Key Features document and report and considered the two options presented for the Precept.

Members noted that GTC has yet to be informed of the final Council Tax Base and SLDC Council Tax Grant. This means the effect of the SLDC Lighting Charges on Grange residents' Council Tax bills cannot yet be calculated.

Members considered an increase in income of 3%, noting that this would be NO INCREASE in the demand to residents because of the number of new houses built.

RESOLVED

That the increase in income would be generated because of the new houses and therefore the Precept demand to residents from Grange Town Council would show no increase.

d. SLDC Street Lighting Charge

Members noted that SLDC has advised that their charge this year for Street Lighting will be £11,093.27. This will be off-set against the SLDC Council Tax Grant. SLDC will advise parishes of the value of this at the end of December.

e. Data Protection

Members noted that the Town Council is registered with the Information Commissioners Office for Data Protection (annual cost £35). This is to comply with the Data Protection Act 1998 which requires all organisations who are processing personal information to register.

f. Banking Payment System

At the October meeting (C17/111 f) it was resolved to transfer to BACS (e-payments) system. Members considered approving the BACS Services Customer Agreement and Terms and Conditions.

RESOLVED

That the BACS Services Customer Agreement and Terms and Conditions were approved.

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C17/155 Grants

10

None.

C17/156 Consultations

11

Members considered participation by Councillors in appropriate consultations:

- a. South Lakeland Local Plan:** Development Management Policies Development Plan Document (DM DPD) Publication.

Details: www.southlakeland.gov.uk/dm-dpd

Deadline for responses: 14 December 2017

Members considered the draft response by Cllr. Greenway.

RESOLVED

That the draft prepared by Cllr. Greenway was approved for submission, with the addition of a section provided by a resident regarding drainage.

- b. Bailey Lane Level Crossing**

This consultation came to the October meeting. It was then resolved to meet the County Council to discuss community engagement before responding (C17/114).

Members noted that this meeting took place on Monday 27 November and considered a response to the consultation.

RESOLVED

That the following response would be sent to the County Council:

Town Councillors agree that there isn't enough evidence to make an informed decision on this matter. The Town Council encourages Network Rail and the County Council to take action to resolve the situation.

Cllr. Walmsley left the room.

- c. SLDC Minor Land Sales Request - Land to the side of former toilet block, Promenade, Grange**

Members considered the request from LSH (SLDC Property Managers) about sale of land.

RESOLVED

That Grange Town Council opposes the sale of this land for the following reasons:

1. The land should not be sold because it is a part of the Promenade and as such is public open space, an amenity that should be kept for the benefit of the public.
2. The beech tree would be better protected if it remains in local authority ownership.

Grange Town Council also noted that it was brought to their attention by Cllr. Shapland that there have been queries over ownership of this land.

Cllr. Walmsley returned to the room.

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d. County Council Budget Consultation

Details: <http://www.cumbria.gov.uk/budgetconsultation/>

Deadline 5pm Monday 8th January 2018.

RESOLVED

No response

C17/157 Updates from Members

12

Members received updates from Councillors on works in progress and meetings and events attended:

a. Cllr. Thomas – Green Spaces Autumn Review with SLDC

The Soroptimists, Prom Gardeners, Bloom Group and 3Ps met SLDC to discuss project progress and work plans for the New Year.

b. Cllr. Thomas – Victoria Hall Support Group

The Group meets regularly, does coffee mornings on Fridays and will be holding a Family Christmas Games Event on 16 December, 2-4pm and a Quiz Night on Saturday 27 January.

c. Cllr. Endors – Kirkby Lonsdale Community Interest Company Fact Finding Visit

Went on a fact-finding visit with the Clerk to find out how the Town Council runs the Kirkby Lonsdale Tourist Information Centre.

d. Cllr. Endors – Front of House Recruitment

Four candidates were interviewed, they were all excellent and it was very hard to make the decision. Two were recruited to keep the Front of House team up to five members. References are being taken up.

e. Cllr. Endors – War Memorial

It has been noticed that the War Memorial is in need of attention – we are arranging for a site visit by John Lambert Ltd in the New Year.

f. Cllr. Endors – Tesco Community Engagement

The manager of the new Tesco has been in touch – any ideas about how Tesco can engage with the community? They also want to know if any charities want their end of day food waste.

g. Cllr. Endors – Website – Workshop Thursday 8 February

In February we'll be having a workshop to figure out communications for the Council, Information Centre and Victoria Hall.

h. Cllr. Endors – Water Leak

There is a water leak on the Prom, somewhere between the Prom Café and the level crossing. We are working with SLDC to get this sorted out and in the meantime liaising with the Café to ensure that they have water when they need it. Thanks to the Lengthsman for all his hard work towards resolving this.

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i. Cllr. Endsor – Footpath to Windermere

At our last meeting it was decided to contact the Lake District National Park about this.

We have had the response that they have been out this last week to assess the route and that they will need to work out who the landowners are before they can talk to them about permissions. The LDNPA will in be contact with the representative from the Ramblers to discuss in more detail and will let us know of progress in due course.

j. Signs on Prom

The Prom Café has requested that we put back up the seasonal blue signs as they are opening over Christmas, from 16 December until 3 January.

k. Ornamental Garden Public Conveniences

There was an attempt to break in – the new locks deterred.

l. Cllr. Greenway - Civic Society Meeting

The Society has noted that the Memorial Playing Fields needs better drainage. Cllr. Thomas offered to raise this with SLDC. The Society has been assessing access for people with disabilities and identified that the main problems are parking on the corner by Higginsons, parking on dropped kerbs and A boards on the pavement. Access to Prom shelters is also poor.

m. Cllr. Greenway - Friends of Kents Bank Station and Foreshore

The group has installed a new ornamental gate to a wildlife area and will be holding another work day soon – anyone interested is invited to get in touch.

C17/158 Neighbourhood Plan

13

Members noted a progress report from the Steering Committee Spokesperson Cllr. Greenway, that the Plan is with SLDC, is scheduled to go to examination in March with a referendum to follow. Holker have arranged a meeting with the Steering Group to discuss the next stage of their development plans.

C17/159 Victoria Hall Locality Report

14

Members noted that the final report from Locality had now been received and that a working party of Councillors, Staff and Victoria Hall Support Group representatives would meet in the New Year to develop an Action Plan. To appoint Councillors to the working party.

RESOLVED

That Councillors would be appointed in the New Year.

C17/160 Victoria Hall Maintenance

15

Members considered a proposal from Cllr. Shapland that Council replaces the flat roof at the rear of the Hall as this was highlighted on the Condition Report received at the November meeting.

RESOLVED

That quotes to complete the work would be sought in the New Year.

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C17/161 Training

16

a. **SLCC North of England Regional Training Seminar**

Members considered the cost of £37.50 (ex VAT) for the clerk to attend a one-day Society of Local Council Clerks Regional Training Seminar on 27 June 2018.

RESOLVED

That the cost of £37.50 (ex VAT) for the clerk to attend a one-day Society of Local Council Clerks Regional Training Seminar on 27 June 2018 was approved.

b. **Clerk Training**

Members noted that the Clerk was attending Finance training with Cumbria Chamber of Commerce on Tuesday 12 December and considered approving payment of £120 (ex VAT).

RESOLVED

That Members noted that the Clerk was attending Finance training with Cumbria Chamber of Commerce on Tuesday 12 December and considered approving payment of £120 (ex VAT).

C17/162 Part 2

6

RESOLVED

That the meeting moves to Part 2.

C17/163 Public Convenience Cleaning and Maintenance Contract

17

Members considered the contract for cleaning and maintenance of the public conveniences which ends April 2018.

RESOLVED

That a new contract with Healthmatic, which will save £900.00 per year, was approved.

C17/164 Next Meeting

18

NOTED

That the next Full Council Meeting would be held at: Monday 15 January 2017, 7.00pm Victoria Hall, Main Street, Grange-over-Sands

There being no further business, the meeting closed at 8.55pm

Signed:

Date:

Chair of Grange-over-Sands Town Council