

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman:
Cllr. Tom Harvey

Civic Mayor:
Cllr. Tricia Thomas

Town Clerk:
V. Tunnadine

Deputy Town Clerk:
C. Benbow



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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 9 February 2015 commencing at 7.00 pm.

Present: Cllr. Harvey – **Chair**
Cllr. Greenway, Cllr. McCall, Cllr. Thorne, Cllr. Thomas
Cllr. Brennand, Cllr. Shapland, Cllr. Sobue
V. Tunnadine – Town Clerk
C. Benbow – Deputy Town Clerk

In attendance: 26 members of the public

Minute Ref:		Agenda No:
C14/168	Apologies for Absence	1

RESOLVED There were no apologies received.

C14/169	Minutes of the Previous Meeting	2
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RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 19 January 2015 were accepted as a true record.

C14/170	Declaration of Interests and Dispensations	3
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NOTED Cllr. Thorne and Cllr. Greenway both received expenses payments.

C14/171	Public Participation: Public Have Your Say	4
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Members of the public agreed that their names may be included in the minutes.

R. Leach

Made a representation to members with regard to the cycleway, requesting that the route run along the Promenade, as well as through the centre of town.

K. Gaskin

Made a representation to members with regard to cycling on the Prom. She said that several vehicles go along the Prom regularly, servicing various facilities and was concerned that adding cyclists to the already fairly heavy traffic would be unsafe.

B. Braysher

Made a representation to members with regard to the cycle route on the Prom. She queried whether Morecambe Bay Partnership could contribute or encourage investment to the maintenance of the sea wall and the Promenade. She also pointed out that the Prom is very narrow in some areas and that there is no lighting on the Prom.

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C14/171 continued

W. Woods

Made a representation to members with regard to cycling along the Prom. He said that the Promenade is used by lots of people and is a safe environment which may be jeopardised by having cyclists on the Prom. He pointed out that the benefit of cycling along Prom may be to the economy of the town and that the cycle way should go through the town, to attract more business to the cafes and shops. He requested that the Town Council supported the route through the town and reserve judgement about the Promenade route until more information became available.

Police Report

PCSO H. Firth reported a variety of calls to the police.

Cllr. McCall referred to the robbery at the jewellers and asked if close circuit TV had been considered.

PCSO Firth replied that it had been considered but that the funding was not available.

Cllr. Thorne requested any figures regarding accidents involving cyclists.

Cllr. Thomas asked how the cuts to the police service being advertised in the press would be likely to affect the town.

PCSO Firth replied that numbers of PCSOs would remain the same for the next year. He said that Ulverston Police Station will close and in future police response will come from Barrow or Kendal. There will a rural community team to service this area but it is not clear where they will be based.

District Council Report

District Councillor Mary Wilson reported that:

- She supported the cycleway from Grange to Kent's Bank and had experience of very narrow cycle ways which were safe and pleasant.
- Gave apologies for not attending the previous town council meeting.
- The Community Infrastructure Levy was being examined and SLDC were keen to get this implemented as soon as possible.
- The Overview and Scrutiny group had been looking at planning procedures, specifically the pre-application stage and several changes have been suggested.
- Homeless Housing – a large budget had been set aside this year for homelessness, anticipated because of changes to the benefit system. This budget has not been spent due to early interventions.
- Articles and letters had been published in Grange Now criticising the Planning committee, which she chairs. Cllr. Wilson suggested that any complaints should be made to the SLDC Standards Committee so that they could be properly considered.

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Civic Mayors Report

“Once again this month Jackie and I have not been very busy so I took the opportunity to take the Mayoral chain in to have a missing link replaced and the whole thing a general overhaul. I was truly delighted to find when I collected it that there would be no charge for the work. I would thus like to thank Johnston’s Jewellers for their generosity as well as their craftsmanship.

Most of you will have noticed the photograph on the front of last month’s ‘Grange Now’ depicting a whole crowd of people, including myself and Tom, our Council Leader, voting in support of the Neighbourhood Plan. Inside was a double page spread about it and hopefully you all used the voting card delivered with your magazine to show that you, too, wish the town to have such a document. Already a great deal of work has been carried out by the Steering Group who meet fortnightly and a great deal more work will be undertaken before the culmination of the Plan.

The starting point for this was the massive amount of information you gave us when you filled in your questionnaires for the Community Led Plan, the results of which were published and delivered to every household last autumn. At a later stage there will be another opportunity for you to support this venture as once the Neighbourhood Plan is written we will need a Referendum to ratify it before it becomes a legally binding document. Once in place it will give the town a plan for the future. We can’t stop development within Grange but this document will go some way to mitigating the effects of it and will also bring in very welcome funds for us to spend on infrastructure.

I would like to take this opportunity to thank our Town Clerk, Viv Tunnadine, for all the energy, imagination and sheer hard work she has put in during the time she has been with us. Sadly for us, she is moving on to pastures new and I am sure we would all like to wish her a happy and successful future. The next Council Outreach session will be on Friday March 13th at the Library from 10 am until 12 noon. I hope some of you will take the time to drop in and have a chat with us. We would be delighted to see you.”

Cllr. Tricia Thomas

County Council Report

County Councillor Bill Wearing distributed hard copies of the results of the traffic surveys.

The Cumbria County Council Senior Highways Manager, Mr Nick Raymond, reported that the data showed that most vehicles travelled at about 30mph and that it appeared that vehicle speeds are appropriate to the area.

- Cllr. Wearing reported that he was investigating requesting the 30mph sign on Windermere Road be moved and that another survey would be taken in the summer during the tourist season to show seasonal traffic variations.
- Cllr. Thorne said that the Town Council had wished to identify whether there was a problem with speeding in the town. He requested that in order to see the impact of new building developments on traffic, comparisons could be made with previous years.
- Cllr. Thorne pointed out that the figures appeared to show that there was significant evidence of speeding.
- Cllr. McCall pointed out that two points were missing from the survey.
- Cllr. Greenway asked how Council could liaise with the Local Committee to establish 20mph areas.
- Cllr. Thomas described how dangerous it is to walk from Grange to Lindale along the road and requested that the County Council assess the road traffic figures from the pedestrian’s point of view.

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County Council Report Continued

Mr Raymond replied that:

- He apologised about the missing data and said he would send the spreadsheets.
- Any requests to the Local Committee would have to be made to Cllr. Wearing who was a member of the committee.
- The December survey provided a baseline assessment
- A survey would take place in the summer.
- Previous surveys would be referred to indicate any changes in traffic volume.

Cllr. McCall said that he asked a series of questions last year and he now requested a formal, written response to his questions.

Morecambe Bay Partnership and Sustrans

A presentation was made by Morecambe Bay Partnership and Sustrans on the plans for the Bay Cycle Way and the proposals for the route in and around Grange.

Councillors asked the following questions:

- Was the cycle way definitely going ahead?
- When would a consultation day for Grange residents be held?
- How would electric bikes would be involved?
- Were commuter cyclists being considered?
- Had permission been sought from the owners of the Promenade?

MBP replied that:

- The cycle way would definitely be launched in June and all strategic partners had been involved in the project.
- There would be a consultation drop-in day in Grange for residents which would be publicised.
- Use by commuters and the use of electric bikes were being considered.
- SLDC and CCC supported the cycleway.

C14/172	Public Bodies (Admission to Meetings) Act 1960 – Excluded Item	5
	<u>RESOLVED</u> That no items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.	

C14/173	Morecambe Bay Cycleway	13
	Members considered if there were matters from the presentation that opened the meeting which members would like to consider at future meetings. Grange Town Council requested that a drop-in consultation day in Grange be arranged and confirmed and advertised as soon as possible.	

RESOLVED That MBP and Sustrans liaise with the Council on a regular basis.

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C14/174

Planning Report

6

1. Members considered the following full or outline planning permission/reserved matters/discharge of conditions/listed building/advertising consent:

- | Application Number | Address and Specification |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. SL/2014/1242 | 7 Seawood Place, LA11 7AR - Alterations to roof to create accommodation in the roof space
Full Planning
RESOLVED The application appears to be incomplete, with insufficient information, so the Town Council is unable to make an informed decision. |
| b. SL/2015/0024 | Holme Farm, Meathop Road, LA11 6QX - Erection of silage building (revised scheme SL/2013/0731)
Full Planning
RESOLVED NO OBJECTION |
| c. SL/2015/0065 | Applethwaite, Methven Road, LA11 7DU - Single storey side extension with terrace, internal alterations to form granny flat and installation of dormer windows.
Full Planning
RESOLVED NO OBJECTION
Grange Town Council makes the following request:
That provision is made for surface water drainage from the site. |
| d. SL/2015/0070 | Land adjacent to Applethwaite, Methven Road, LA11 7DU - Erection of single dwelling
Full Planning
RESOLVED NO OBJECTION
Grange Town Council makes the following requests: <ul style="list-style-type: none">• That the paving for any hard standing is permeable.• That a planting plan to replace the habitat lost is implemented and swift boxes installed.• That surface water run-off is addressed. |
| e. SL/2015/0055 | Tockholes, Lyndene Drive - Landscaping works to garden
Full Planning
RESOLVED NO OBJECTION
Grange Town Council wishes make the point that: <ul style="list-style-type: none">• The proposed application will clearly affect current car parking arrangements.• The application has inaccuracies |

2. A response to the following appeal was considered.

- | | |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SL/2014/0379 | Garden of 79 Priory Lane, LA11 7BH
Erection of bungalow (revised scheme SL/2012/0210)
Appeal
RESOLVED The original objections from Grange Town Council are re-iterated. |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

3. Delegated Authority

No items had consultation deadlines which fell between the meetings.

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C14/175	Finance - Monthly Payments	7
a. Verification of Expenditure		
	<u>NOTED</u>	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		
	<u>NOTED</u>	That prior to the meeting two councillors verified that the monthly bank reconciliation had taken place.
c. Identification of Councillors to approve next month payments		
	<u>RESOLVED</u>	That Cllr Thorne and Thomas would verify the invoices and payments for the next payment period.
d. Approval of Payments		
	<u>RESOLVED</u>	That the payments of the accounts and wages for this finance period as recorded in the payments list were approved as follows:

C14/175 Payments for Approval

			<u>£</u>
1	<u>Accounts for Payment</u>		
	<u>Cheques (Nat West)</u>		
	300 Sylvia Woodhead - IC stock	40.00	
	314 Sylvia Woodhead - IC stock	15.00	55.00
	Petty Cash		47.75
	<u>Direct Debits (Nat West)</u>		
2	M11 SLDC - Non Dom Rate Rooms 1-3/ Council Office		117.00
	296 British Gas - V Hall 19 December 14 to 5 January 15		196.39
	315 British Gas - V Hall 6 to 23 January 15		447.26
	317 British Gas - V Hall 24 to 29 January 15		146.11
	323 Barclaycard transaction fees- January 2015		17.81
	Total Nat West account		<u>£ 1,027.32</u>
	<u>Unity Trust</u>		
	297 CPC - replacement bulbs corridor security lights VH		37.16
	298 PR Books - IC stock	75.99	
	313 PR Books - IC stock	71.92	147.91
	299 Bayscapes - IC stock		52.40
	302 Cllr. Greenway – expenses	18.60	
	321 Cllr. Greenway – expenses	19.60	38.20
	303 Bodian Photography - IC stock		75.00
	304 Joel Davenport - V Hall internal window cleaning		30.00
	305 Westmorland County Agric - loan barriers (recoverable)		73.50
	307 Robinsons Electric - Xmas tree lights hanging Dec 14 (recoverable)		731.20
	308 Lamont Pridmore - Accountancy fees 1/10 to 31/01/15		1,074.00
	309 YPO replacement toilet seats (disabled toilet) V Hall	13.49	
	310 YPO copier paper, stationery items	120.80	134.29
	311 Shorrock – handcleaner		7.02
	312 Town Clerk – expenses		12.60
	316 The Sign Man Ltd - banners Neighbourhood Plan		195.00
	318 Intouchcrm - website monthly hosting January 2015		35.99
	319 Lengthsman - January 2015		396.00
	320 Telfords - prep & decoration V Hall & disabled toilets		6,276.00

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C14/175 Payments for Approval

322	Healthmatic Public Conveniences cleaning Jan 2015	1,590.00
	Temple Heelis - February monthly payment HR support	120.00
	Total Unity Trust account	£ 11,026.27
	Total accounts	£ 12,053.59
2 <u>Salaries, PAYE & N.I. (Unity Trust)</u>		
	Total Salaries	£ 6,396.78
	HMRC PAYE & NI - Tax Month 10	£ 1,878.28
		£ 8,275.06
	Total Unity Trust account	£ 19,301.33
	Total all payments for approval	£ 20,328.65
3 <u>Accounts paid in previous month - not yet approved</u>		
	Direct Debits	
301	Plusnet 9/01 to 8/02 2015 - tel & broadband	47.62
306	XLN calls & line rental February 2015	29.11
	Total Accounts paid in previous month	£ 76.73
	Grand Total	£ 20,405.38
4 <u>Alto Prepaid Card (Pre-Authorised £1,000.00)</u>		
295	Fastlec - replacement water heater ladies wc upstairs VH	45.55
5 <u>Bank Balances</u>		
	NatWest Current Accounts	35,690.12
	Unity Trust Bank	85,647.02
	Alto Prepaid Card	452.19

C14/176	Grants	8
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NOTED That no grant application requests had been received.

C14/177	Consultations	9
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Members considered the Council's participation in SLDC Clean Streets Survey 2015.

RESOLVED That Councillors would send their responses to the Town Clerk by 11am on Thursday 12 February 2015 to be collated and sent to SLDC.

C14/178	Neighbourhood Plan	10
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NOTED A progress report from the Steering Committee Spokesperson Cllr. Greenway was noted as below:

The Neighbourhood Plan Report

The Plan is going ahead on schedule. There is a public consultation underway on the draft Vision and Objectives document, which identifies the priority issues for the plan to address. Publicity includes a centre page in February's Grange Now with a separate response form insert, and further plans are in hand to reach those groups under-represented in the Community Led Plan responses. Thank you to Grange Now for featuring the response forms on their front page main picture. Public participation looks good, with 320 'yes' responses and 2 'no' responses. Several ways of responding are available and being promoted at the moment by banners, letters and word of mouth. Consultation closes on 23rd Feb. Our next tasks are to collate the responses, and (if most are positive), to start thinking about exactly what problems we can address and some idea of the range of possible solutions.

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C14/178 Cont.

The Steering group also welcomed a Lancaster PHd student, to the last meeting. He is looking for a town or village who are going through the Neighbourhood Plan process to become the basis of a study on people's perceptions of their environment and how these translate – or not – into official policies . We thought his work would bring benefits to our process and would be pleased to be selected – he should be in a position to confirm or withdraw next month.

Spending this month is £255.00 on banners and posters, and the banners will be reusable later in the process. We are about to apply for the second pot of government grant funding, which should be in the region of £8,000.

C14/179

Advisory Groups

11

NOTED

a. Traffic Enforcement Advisory Group

Cllr. McCall reported: various sets of data had been gathered and were being analysed.

b. Parking Advisory Group

Cllr. Brennand reported: she and Cllr. Shapland had met with the SLDC Community and Leisure Manager regarding car parking.

C14/180

Reports from Meetings/Briefings

12

Members received oral reports from meetings and briefings attended by members:

a. Overview and Scrutiny Committee Workshop

NOTED

The report was given by Cllr. Greenway.

Report on Overview & Scrutiny Committee

Cllr. Greenway attended the meeting of the Overview and Scrutiny Committee on 20th Jan

Purpose of the meeting was to review and agree draft recommendations to Cabinet on community engagement in the pre-application phase of the planning application process. We looked at a draft pre-application 'planning services menu' for developers, being put together by the Planning Dept. Planning officers commented on how the original suggestions for community engagement put forward by Grange and other parties could or could not be incorporated into this menu.

The meeting reached agreement on the following being taken forward:

- Town/Parish fact file being lodged with Planning Dept, containing details of local issues, local constraints and considerations, site specific local knowledge, Neighbourhood Plan or Parish Plan details.
- Standard pro-forma for the Factfile to be devised for councils to fill in with whatever details they considered relevant for developers to know pre-application.
- Links from Planning website to Town and Parish websites, and suggestion that developers use them as first stage of information gathering.

It was pointed out that all developer engagement with communities is optional unless the site is for 200plus units, and all pre-application recommendations were dependent on developers requesting engagement and towns/parishes having the capacity to accommodate this.

Other areas outside the pre-application process were agreed to be taken forward

- Possibility of including ward councillor on planning committee for specific sites and/or site visits.
- Formation of a Developers' Forum to encourage shared understanding of planning issues including community engagement.
- Sustainable Drainage event for county and district personnel and developers/engineers/architects.
- A new corporate Statement of Community Involvement to be drafted for SLDC with more detail on community engagement in the planning application process.
- Training for town/parish councils through joint reviewing with planning officers of specific

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planning applications and their outcomes.

- SLDC Planning Committee to engage in 'peer review' by an experienced chair and members from another authority, to see if other changes could be identified to improve the existing process.

Full text of the Draft recommendations is available from GTC office. Next step is the Overview and Scrutiny Committee to finalise the recommendations to Cabinet. No date as yet.

C14/181

Vacancies

14

1. Councillor Vacancy

NOTED

- a. That Cllr. Paul Fitt had resigned as councillor.
- b. That the Town Council couldn't advertise this vacancy in the normal way, i.e. with the notice that refers to a request for an election, as vacancies within 6 months of the Council's scheduled election could not be filled by election.
- c. That the Town Council could, if it wished, fill the vacancy by co-option for the remaining months but any person co-opted in respect of this vacancy would have to stand as a candidate at the elections in May if they wished to have the chance to continue as a councillor.

RESOLVED

That the vacancy be left open until the elections in May 2015.

2. Town Clerk Vacancy

NOTED

That the Town Clerk had resigned her post.

RESOLVED

That the Personnel Committee was authorised to review the vacancy.

C14/182

Finances

15

a. Victoria Hall – SLDC Contribution

NOTED

A progress report on the allocation of funds from SLDC for the Victoria Hall repairs and maintenance. SLDC were seeking clarification on expenditure projections for 13-14 and 14-15. That SLDC had inferred that a review of the SLDC contribution and the procedures related to the claim would be considered for the future 15-16 claim for repairs and maintenance for the Victoria Hall.

RESOLVED

- I. That SLDC be informed that the Council's budget allocation decisions have had to be deferred as this matter remains unresolved.
- II. That the Council request that the payment be made by 2 March 2015.

b. Insurance Renewal – Prom Youth Project

RESOLVED

- I. That the insurance renewal for the Prom Youth Project be renewed and the premium paid of £1,794.35 to WPS Insurance Brokers .
- II. That as Grange Town Council has no lease for the Rec Ground part of the site, Prom Youth Project in future liaise directly with SLDC.

a. Draft Budget 15-16

RESOLVED

- I. That the draft budget for 15-16 was deferred.
- II. That the budget must be resolved in March.

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C14/183

Next Meeting

16

NOTED

That the next Full Council Meeting would be held at:

Monday 9 March 2015, 7.00pm Victoria Hall, Main Street, Grange-over-Sands

There being no further business, the meeting closed at 21.41pm

Signed:

Date:

Chair of Grange-over-Sands Town Council