

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:

Clr. Tricia Thomas

Vice-Chairman/Deputy Mayor:

Clr. Ann Walmsley

Town Clerk:

Mrs. C. Benbow



Council Offices
Main Street
Grange-over-Sands
Cumbria
LA11 6DP

Tel: (015395) 32375

www.grangeoversandstowncouncil.gov.uk

email: council@grangeoversands.net

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 10 October 2022 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

A handwritten signature in black ink, appearing to be 'C. Benbow', written over a light blue horizontal line.

C. Benbow, Town Clerk

AGENDA FULL COUNCIL MONDAY 10 OCTOBER 2022

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. District Council Report
- b. County Council Report
- c. Shadow Unitary Council Report
- d. 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 8 August 2022 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

a. Planning Applications

To consider Planning Applications as circulated and to note submissions to planning applications considered under delegated authority (*circulated*).

b. Local Plan Review

To note correspondence from SLDC about the Local Plan Review Newsletter (*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 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. Finance and Governance

- a. **Audit year ended 31 March 2022 – Annual Governance and Accountability Return (AGAR)**
To approve and accept that the external audit of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2022 has been completed and the external auditor had no matters arising (*AGAR circulated*).
- b. **Risk Assessments - Operational**
To note the Risk Assessment Record and to approve the following Risk Assessments which were reviewed as part of the annual review schedule (*circulated*):
- 1) Victoria Hall – Fire
 - 2) Victoria Hall – Operations
 - 3) Council Offices
 - 4) Recreation Ground
 - 5) Band Concerts
 - 6) Allotments
 - 7) Public Conveniences
 - 8) Cycle Racks
- To note that since the Fire Risk Assessment was reviewed on 4 August 2022, Cumbria Fire and Rescue Authority were consulted about the evacuation procedure for the Hall. A Fire Protection Advisor visited on 23 August 2022 and recommended that an independent advisor was appointed to update the current risk assessment (*correspondence circulated*).
- c. **Risk Assessments – Finance and Governance**
To note the report for Finance and Governance Risk Assessments and approve the following Risk Assessments (*circulated*).
- 1) Finance
 - 2) Governance
 - 3) Website and IT
 - 4) Business Continuity
- d. **Internal Audit Plan**
To consider and approve the Internal Audit Plan for financial year 2022-23 (*circulated*).
- e. **Internal Auditor**
To appoint Internal Auditor for financial year 2022-23 (*circulated*).
- f. **Civility and Respect Pledge**
The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), have initiated this scheme to encourage good behaviour and a culture change for the local council sector. For more information:
<https://www.nalc.gov.uk/our-work/civility-and-respect-project>
Grange Town Council is asked to commit to this initiative and consider signing the Civility and Respect Pledge (*circulated*).

g. Bank Signatories

To consider approving Cllrs. Roger Handley, Julie Mason, and Emma Walmsley as authorised signatories for the Council's bank account.

h. Casual Vacancy

There is still a casual vacancy on the Town Council due to the resignation of Tracy Hathorn in August 2021. This continues to be advertised; anyone interested is invited to contact the Town Clerk or the Chairman for more information, or see www.grangeoversandstowncouncil.gov.uk

10. Consultations

To consider the Council's participation in appropriate consultations: None received.

11. Updates from Members

To receive Councillor updates on works in progress, and meetings and events attended.

12. Victoria Hall

a. Cost-of-Living Working Party

To consider appointing a Working Party to investigate energy-saving measures for the Victoria Hall, as referenced item 9 on this agenda, Finance Risk Assessment (page 4).

b. Staff Recruitment

To note that interviews took place on 24 August 2022 and three casual Front-of-House staff were appointed.

13. Recreation Ground Tender

The tender for the Exchange of Services Contract to operate and maintain the Recreation Ground was advertised.

A Working Party, as resolved at the previous meeting, met to open tenders on Wednesday 28 September, 7pm. Cllrs. A. Walmsley, E. Walmsley and Handley and the Town Clerk attended.

To consider Working Party recommendation that the tender from Horton Leisure Management to operate and maintain the Recreation Ground, for a 2-year contract term, is accepted.

14. SLDC Updates - Promenade and Lido Refurbishment and Prom Playground

To note any updates received from SLDC.

15. Westmorland and Furness Unitary Authority

Westmorland and Furness Council Leader, Sam Plum, and Chief Executive, Jonathan Brook, have agreed to give Parish and Town Councils in Westmorland and Furness a virtual update on Local Government Reform on 16th November 2022 at 7pm.

16. Bailey Lane Level Crossing Closure Appeal

To note the Inspector's report following the appeal hearing in November 2021, and that the Inspector refused to confirm the closure order (*circulated*).

To further note that a six-month extension of the Temporary Traffic Regulation Order has been granted (*circulated*).

17. Tim Farron MP – Levelling Up Bill

To note correspondence received from Tim Farron MP, on 23 September 2022, about the Levelling Up Bill (*circulated*).

18. Allotments – Golf Balls

To note an update from Cllr. Mason, about golf balls coming over the road from the Golf Club, following the Golf Club Committee meeting on 15 August 2022.

19. Cumbria Tourism Membership

To consider annual renewal of the Town Council's membership of Cumbria Tourism cost £327.60 (including VAT).

20. Staff Matters

To consider recommendation from Staffing Committee (*report circulated*).

21. Next Meeting

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

Monday 14 November 2022 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm