

# TOWN COUNCIL OF GRANGE-OVER-SANDS

**Chairman/Mayor:**

Cllr. Tricia Thomas

**Vice-Chairman/Deputy Mayor:**

Cllr. Ann Walmsley

**Town Clerk:**

Mrs. C. Benbow



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

**DRAFT Minutes of the Annual Meeting of the Town Council held at the Victoria Hall  
on Monday 9 May 2022 commencing at 7pm.**

- Present:** Cllr. Tricia Thomas – **Chair**  
Cllr. A. Walmsley, Cllr. J. Mason, Cllr. S. Bailey, Cllr. C. Logan, Cllr. R. Handley.  
Mrs. C. Benbow – Town Clerk
- In attendance:** 5 members of the public, County Councillor Bill Wearing, District Councillor Fiona Hanlon, Unitary Councillor Jenny Boak

<b>Minute Ref:</b>		<b>Agenda No:</b>
<b>C22/01</b>	<b>Council Chairman for the Council Year 2022/23</b>	<b>1</b>

Cllr. Tricia Thomas was elected Council Chairman for the Council Year 2022/23 from the current Council membership and the Acceptance of Office form was signed and received.

<b>C22/02</b>	<b>Vice-Chairman for the Council Year 2022/23</b>	<b>2</b>
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Cllr. Ann Walmsley was elected Council Vice-Chairman for the Council Year 2022/23 from the current Council membership and the Acceptance of Office form was signed and received.

<b>C22/03</b>	<b>Apologies for Absence</b>	<b>3</b>
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Apologies from Cllr. J. Greenway due to medical/health reasons, and Cllr. E. Walmsley due to other commitments, were approved.

## District Council Report

District Councillor Peter Endsor sent his apologies.

District Councillor Robin Ashcroft reported:

- a. **Local Government Reorganisation** - Westmorland and Furness Shadow Unitary Authority is now running parallel with South Lakeland District Council.
- b. **Lido and Promenade Refurbishment** – works are further delayed, due to planning permission complications. They are now expected to start Autumn 2022.

Town Councillors expressed strong concerns about the delays, the desperate state of the playground, and the impact that all this is having on residents and tourists.

Cllr. Ashcroft confirmed that the playground renewal will be included as part of the overall development.

He advised the Town Council to contact the new SLDC lead officer for the works, to request a briefing, which Cllr. Ashcroft would attend.

*Cllr. Robin Ashcroft left the meeting.*

## District Council Report

District Councillor Fiona Hanlon reported:

- a. **Local Government Reorganisation** – Disappointed not to be elected to the Unitary Council, Cllr. Hanlon committed to hold the new Councillors to account on their election promises during the remainder of her tenure as Independent SLDC Councillor, and afterwards as a resident. The new Unitary Councillors were encouraged to work closely with the Town and Parish Councils.
- b. **Trickett's Path and Grant** – SLDC have completed the new path from Yew Tree Recreation field to Trickett's Meadow. A grant from Roger Warren at POS Landcare to complete this is still available. Cllr. Hanlon is consulting local groups and councillors to determine projects which would benefit most from this substantial funding.
- c. **Ornamental Gardens** - SLDC have removed all the tree debris from Storm Arwen.
- d. **Olive Way** – SLDC are arranging planning permission for the 'Welcome to Grange' Board. The wildflower meadow was re-seeded by children from Mi-Newt Childcare.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

- e. **Promenade** – There have been several incidents in the Promenade shelters. PCSO Debbie Ross will be increasing visits to the area. SLDC immediately cleared dangerous items on several occasions. Cllr. Hanlon and SLDC officers are exploring options to provide temporary play facilities, should the playground be closed for safety reasons, and during refurbishment.
- f. **Planning** – Cllr. Hanlon urged everyone concerned about over-development, pressure on infrastructure and services, and more second homes, to register concerns with SLDC Planning Department, the three new Unitary Councillors, SLDC Cllr. Ashcroft and Tim Farron MP. This can all be used as evidence that communities object to over-development and dwindling opportunities for locals to buy and rent homes.
- g. **Network Rail** – Cllr. Hanlon has been working with Network Rail about railway crossings and also with The Guides Trust, Kents Bank Station and Residents about Cross Bay Walks.

### County Council Report

County Councillor Bill Wearing reported:

- a. **Local Government Reorganisation** – The Scrutiny Committee report has been circulated to the Town and Parish Councils.
- b. **Traffic** – Officers are investigating Cart Lane road markings.
- c. **Highways** – Cllr. Wearing asked the Local Committee to approve two Speed Indicator Devices (SIDS) for the Grange area and for speed monitoring between the Fire Station and Risedale Hill.
- d. **Cumbria Joint Health Strategy** – this Partnership aims to raise awareness of health matters for all ages.

### Unitary Council Report

Unitary Councillor Jenny Boak introduced herself and was welcomed to the meeting.

Cllr. Boak will be working alongside the two other newly elected Councillors for Westmorland and Furness Unitary Authority. These are Cllr. Sue Sanderson, who is presently also a County Councillor, and Cllr. Peter Endors, who is presently also a South Lakeland District Councillor.

*County Councillor Bill Wearing left the meeting*

# TOWN COUNCIL OF GRANGE-OVER-SANDS

## Mayor's Report

Preparations are underway for the Queen's Platinum Jubilee. There will be a free Crown-Making Workshop for all ages at the Victoria Hall on Tuesday 31 May and a Community Picnic at Park Road Gardens on Sunday 5 June 2022.

C22/05

**Public Participation: Public Have Your Say**

5

### Resident 1

Made representation to the meeting on behalf of the Community Hub and the Peninsula Environmental Action Team (PEAT) regarding Morecambe Bay Partnership litter pick campaign. They want to install Beach Clean Boards to encourage people to keep their locality tidy.

These are wall-mounted boards with litter pickers, recycled bags and hi-viz jackets. Anyone can take the equipment and use it to do a 2-minute litter-pick and bring the equipment back. They hope to install four Beach Clean Boards around the Peninsula, in Flookburgh, Grange, Lindale and Allithwaite.

The Town Council was asked for permission to site one on the wall outside the Victoria Hall. It will be put out and taken in by the Community Hub.

### Council Response

The Councillors agreed that encouraging people to litter-pick is a good idea, permission was given, and it was suggested that a board could be placed at Kents Bank Station.

### Resident 2

Made representation to the meeting regarding:

- a. **Item 14** – requested clarification that individual groups request a councillor representative to attend their meetings.
- b. **Lost Property** – asking what now happens to lost property, as the Police and the Information Centre do not take it anymore and suggesting that Grange Town Council manage it.
- c. **Local Government Reorganisation** – requesting that the Town Council is proactive in ensuring that SLDC complete the Promenade and Lido refurbishment.

### Council Response

The Chairman responded that individual groups do request a councillor representative, that the Town Council office does already manage lost property, and that the SLDC refurbishment of the Promenade and Lido would be added to the agenda to formally update residents of any progress.

# TOWN COUNCIL OF GRANGE – OVER – SANDS

## Resident 3

Made representation regarding:

- a. **Local Government Reorganisation** – requesting the new Unitary Councillors, working with the Town Council, to look at all aspects of infrastructure including power, water, sewage and drainage.
- b. **Planning Applications** – suggesting that new developments must include chargers for electric vehicles.
- c. **Land South of Allithwaite Road –SL/2022/0340** - concerned that the application was made in 2018 and there have been changes since then.

**C22/06**

**Minutes of the Previous Meeting**

**6**

**RESOLVED**

That the Minutes of the Meeting of the Town Council held on Monday 11 April 2022 were accepted as a true record.

**C22/07**

**Declarations of Interests and Dispensations**

**7**

**NOTED**

No interests were declared.

**C22/08**

**Public Bodies (Admission to Meetings) Act 1960 – Excluded Item**

**8**

**RESOLVED**

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.

**C22/09**

**Planning Report**

**9**

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

a. **SL/2022/0340** Land South of Allithwaite Road Kents Bank

Application for a non-material amendment following a grant of outline planning permission SL/2018/0898 (Mixed-use development comprising extra care apartments and standalone dwellings (Use Class C3) (up to 90 units), and commercial space (Use Classes E (Shops, Restaurants, and cafes & Non-residential institutions) and Sui Generis (Hot food takeaways) (up to 495 sq. metres gross floor space) - Phase 2) Non-Material Amendment

**RESOLVED**

**NO OBJECTION**

## TOWN COUNCIL OF GRANGE-OVER-SANDS

- b. **SL/2022/0349** Holme Farm Meathop Road  
Erection of roof over (part retrospective)  
FULL PLANNING

**RESOLVED**  
**NO OBJECTION**

- c. **SL/2022/0381** 2 Blackthorn Gardens  
Two storey side extension and single storey rear extension  
FULL PLANNING

**RESOLVED**  
**OBJECTION**

The Town Council OBJECTS to this application on the following grounds:

**1. Over-development of the site**

The proposed extension appears too big for the site; it would cause over-crowding.

**2. Un-neighbourly development**

The proposed development would be overbearing to neighbours. The wall of the extension appears on the boundary, meaning the footings would be on the neighbour's property.

This also raises the question of how the developer would be able to maintain the wall.

Further comment:

The Town Council has been approached by residents who are concerned that title deeds for the property contain restrictive covenants saying no extensions or conversions.

The Town Council brings this to the attention of the District Council.

- d. **BE/2022/0002** Longley 3 Cart Lane  
Single storey rear extension extending 4.60 metres (measured externally) beyond the rear wall of the original house with a maximum height of 3.70 metres (measured externally from natural ground level) and maximum height to eaves of 3.60 metres (measured externally)  
BIG REAR EXTENSION

**RESOLVED**  
**NO OBJECTION**

# TOWN COUNCIL OF GRANGE – OVER – SANDS

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

- a. SL/2021/0662 Greenways 25 Fernhill Road FULL PLANNING Grant with Conditions.
- b. SL/2022/0192 8 Abbotsford House 4 Kentsford Road FULL PLANNING Grant with Conditions.
- c. PN/2022/0030 Hampsfield Convalescent Home Lindale PN for Telecommunications PN TEL PA not required.
- d. SL/2022/0037 Victoria Hall LISTED BUILDING Listed Building – Grant.

**C22/10**

**Resident Correspondence – Cross Bay Walks**

**10**

Members considered resident correspondence received 7 and 28 April 2022 regarding Cross Bay Walks at Kents Bank.

## **RESOLVED**

The following response was made:

1. In conjunction with District Councillor Fiona Hanlon, it has been arranged with The Guides Trust that Cross Bay Walks finish in Grange when possible.
2. The Chairman will contact the Guides Trust and ask them, again, to update the guidance on their website for charity organisers so that it states walks will usually finish at the end of Grange-over-Sands promenade.
3. Charity organisers who were advertising that their walks end at Kents Bank were contacted to inform them that the walks will now finish in Grange.
4. It is not within the power of the Town Council to arrange for a responsible person to be appointed to ensure that all the recommended procedures are in place before the start of each 2022 Cross Bay walk including walk date and time notifications to HM Coast Guard, Network Rail, Northern and other necessary responsible authorities.

Cllr. Julie Mason said that she was now a Cross Bay Walks steward and that she will also follow up asking The Guides Trust to update their website.

# TOWN COUNCIL OF GRANGE-OVER-SANDS

C22/11

Finance - Monthly Payments

11

## 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. Handley and Logan would verify the invoices and payments for the next payment period.

## e. Identification of Councillors to complete online authorisation of payments

**RESOLVED**

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



# TOWN COUNCIL OF GRANGE-OVER-SANDS

## GRANGE-OVER-SANDS TOWN COUNCIL

### Payments for Approval

May 2022

#### Accounts for Payment

£

#### Bank Account No. 1 - Direct Debit

#### Bank Account No. 1 - Cheque

**Total Bank Account No. 1**

£            -

#### Bank Account No. 2 - Direct Debits

9	Lloyds Bank Plc - Card April 2022 - Monthly fee	3.00	
9a	DBS check for Designated Premises Supervisor - AH	23.00	
9b	SLDC - Designated Premises Supervisor Licence - AH	37.00	
9c	Screwfix - Backstage ladder fixings	35.73	
9d	BPS Access Solutions - Backstage ladder	134.99	
9e	Old School Kitchen - Civic expenses - Staff retirement	49.95	283.67
12	Npower - Elec V Hall 01/11-30/11/21	94.59	
13	Npower - Elec V Hall 01/12-31/12/21	98.18	
14	Npower - Elec V Hall 01/01-31/01/22	101.24	
15	Npower - Elec V Hall 01/02-28/02/22	621.10	915.11
16	Npower - Elec Church Hill PC 01/03-31/03/22		32.44
17	Npower - Elec Prom PC 01/03-31/03/22		15.04
18	Corona Energy - Gas V Hall 01/03-01/04/22		554.93
19	SLDC - 2/10 Non Dom Rates V Hall		574.00
20	SLDC - 2/10 Non Dom Rates Rooms 1 & 3 / Council office		155.00
21	SLDC - 2/10 Non Dom Rates Room 4		87.00
22	Sage - Support 01/05-31/05/22		86.40

#### Bank Account No. 2 - Direct Bank Payments

358	Lancasters - Keys and batteries		17.50
23	SLDC - Annual playground inspection fee		176.87
24	WB Electrical - Connect water heater in Gents dressing room		79.25
25	JT Atkinson - Wood for backstage ladder	119.24	
26	JT Atkinson - Handrail brackets for backstage ladder	10.06	129.30
27	CALC/NALC subscription fee 2022/23 (Approved C22/15)		573.32
28	KTD - IT system support 30/03/22-29/03/23 (Approved C21/201)	2,856.00	
29	KTD - IT anti-spam services 30/05/22-29/05/23	178.80	
30	KTD - Photocopying 23/03-26/04/22	36.78	3,071.58
31	Lamont Pridmore - Payroll services Jan - March 2022		432.00
32	YPO - Stationery		40.64
33	Westmorland Fire & Security - Maintenance charge for intruder alarm		72.00
34	Treble3 - Website update		18.00
35	Healthmatic - Public Conveniences cleaning 01/05-31/05/22		1,500.00
36	Lengthsman - Paint and repair Church Hill PC (Approved C22/22)	3,800.00	
37	Lengthsman - To 30/04/22	451.00	4,251.00
38	S Haines - Expenses - Projector carry case		45.96
	<b>Total Bank Account No. 2</b>		<u><b>£ 13,111.01</b></u>

**Total Accounts**

**£ 13,111.01**

# TOWN COUNCIL OF GRANGE-OVER-SANDS

Page 2

## Salaries, PAYE & N.I. (Bank Account No. 2)

<b>Total Salaries</b>	<b>£ 6,010.85</b>
HMRC PAYE & NI - Tax Month 1	2,151.64
LG Pension Scheme Month 1 - Employer payment	2,235.78
	<b>£ 10,398.27</b>
<b>Total Bank Account No. 2</b>	<b>£ 23,509.28</b>

**Total all payments for approval** **£ 23,509.28**

## Accounts paid in previous month

### Bank Account No. 1

#### Direct Debits

#### Cheques

### Bank Account No. 2

#### Direct Debits

10 Waterplus - Church Hill PC 07/03-07/04/22	49.28
11 Plusnet - Tel & Broadband - Rental to 08/05/22 Calls to 08/04/22	39.60

**Total Accounts paid in previous month** **£ 88.88**

**Grand Total** **£ 23,598.16**

## Bank Balances

Bank Account No. 1 As at 30/04/22	187,967.56
Bank Account No. 2 As at 30/04/22	209,128.66

## Transfer to Petty Cash account to replenish float

Signed (Chairman) .....

Dated.....

C22/12

Finance and Governance

12

a. **Finance Report**

Members considered the full year Finance Report to 31 March 2022.

**RESOLVED**

That the full year Finance Report to 31 March 2022 was approved as below.

b. **Asset Register**

Members noted that a full review of inventory of assets including buildings and equipment had taken place.

**RESOLVED**

That the Asset Register dated 31 March 2022 was approved.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

c. **Insurance**

Members noted that the Council's insurance was due for renewal on 1 July 2022 and that the Council will enter the second year of a three-year agreement with WPS Insurance and that there is cover in respect of all insurable risks.

d. **General Power of Competence**

Members reaffirmed that the Council meets the criteria for eligibility.

**RESOLVED**

That the Council meets the criteria for eligibility to use the General Power of Competence:

- i. That two thirds of Councillors are elected members.
- ii. That the Clerk is qualified.

e. **NatWest Bank Signatories**

Members considered appointing and approving an additional two Councillors to be registered as NatWest Bank signatories.

**RESOLVED**

That Cllrs. Handley and Logan were appointed and approved to be registered as NatWest Bank signatories.

# TOWN COUNCIL OF GRANGE-OVER-SANDS

Grange-over-Sands Town Council		Meeting: 9 May 2022			Prepared: April 2022	
Budget Monitoring 12 months to 31 March 2022		Budget	100% Budget	Actual	Variance	%
INCOME	Sage Code	for year	to date	to date	£	Spend to
		£	£	£	£	date
Precept	4000	187,329	187,329	187,329	0	100%
Sundry Receipts	4010	-	-	475	475	Compensation re Prom Loo damage/Room Hire rechargeables
Interest Received	4015	-	-	-	0	
Grant Receipts - Running Costs SLDC	4100	7,000	7,000	7,000	0	100% Ornamental Gardens toilet grant
Grant Receipts - General	4105	-	-	-	0	
Grant Receipts - SLDC Council Tax	4106	8,511	8,511	8,511	(0)	100%
Grant Receipts - SLDC Comm Infrastructure Levy	4107	-	-	-	0	
Donations Received	4115	1,000	1,000	800	(200)	80% 8 x £100 donations for Bandstand concerts for season
Donations for Assets	4116	-	-	-	0	
Donations - Victoria Hall	4117	-	-	705	705	
Rent Receipts	4120	3,800	3,800	7,007	3,207	184% Allotments £1,245 & all V Hall rooms tenanted
Room Hire Receipts	4125	5,000	5,000	19,354	14,354	387% V Hall open for events again
Bay Villa Trust Admin Fee	4162	550	550	622	72	113%
Commission Received	4170	-	-	360	360	Commission on ticket sales
Lease Registration Fees	4175	-	-	-	0	Cedric Walk
Toilet Entry Fees	4500	9,500	9,500	14,049	4,549	148% High visitor numbers to Grange
Fund Raising Income	4600	-	-	505	505	Christmas Fair
		<b>222,690</b>	<b>222,690</b>	<b>246,716</b>	<b>24,026</b>	<b>111%</b>

EXPENDITURE	Sage Code	Budget for year	Budget to date	Actual to date	Variance	% Spend to date
		£	£	£	£	
Fund Raising Expenditure	6170	-	-	134	134	Christmas Fair
Musicians' Fees	6200	1,000	1,000	800	(200)	80% 8 x £100 payments made to bands for season
Mobile Toilets	6220	550	550	330	(220)	60%
Salaries	7000	89,000	89,000	92,958	3,958	104%
Pensions	7001	17,500	17,500	21,689	4,189	124%
Printing and Stationery	7010	800	800	594	(206)	74%
Postage	7012	40	40	24	(16)	61%
Water	7015	4,800	4,800	3,599	(1,201)	75%
Business Rates	7020	8,800	8,800	8,072	(728)	92%
Telephone/Broadband	7025	1,050	1,050	371	(679)	35% Reduction in tariff from Feb 2021
Insurance	7030	4,000	4,000	3,120	(880)	78%
Subscriptions	7040	860	860	1,090	230	127% Subs for CALC, SLCC & Cumbria Tourism
Information Technology	7046	4,500	4,500	2,184	(2,316)	49% Support invoice £2,380 20/04/22 for 30/03/22-29/03/23
Website	7047	400	400	458	58	114%

EXPENDITURE cont...	Sage Code	Budget for year	Budget to date	Actual to date	Variance	% Spend to date
		£	£	£	£	
Travelling Expenses	7050	200	200	1	(199)	1%
Training Expenses	7052	600	600	595	(5)	99% SLCC/NALC/CALC/Website Training
Civic Expenses	7055	100	100	395	295	395% Poppy wreaths/Staff retirement/Jubilee
Bank Charges	7070	300	300	193	(107)	64% Fewer transactions generally
Audit Fees	7075	1,000	1,000	1,020	20	102% 12 months Internal Audit & External Audit fee Y/e 31/03/21
Accountancy Fees	7080	3,000	3,000	2,206	(794)	74% Accountancy fee £975 Y/e 31/03/21 plus 12 months Payroll
Gas	7100	4,500	4,500	3,808	(692)	85% V Hall used less & staff working from home in 1st quarter
Electricity	7105	4,250	4,250	2,542	(1,708)	60% As above
Christmas Lights	7106	4,600	4,600	4,544	(56)	99%
Donation Expenditure - Victoria Hall	7110	-	-	2,584	2,584	Safety flooring glass passageway - VHSg reserve used
Repairs and Maint. (Toilets, Rec Ground, Bandstand, Allotments & Public Domain)	7120	5,000	5,000	32,442	27,442	649% Inc. £19,600 MUGA fencing & 1/4 pipe skate ramp for Rec Ground
Hall Regular Maintenance	7121	4,500	4,500	6,840	2,340	152%
Hall Maintenance Plan & Emergency Repairs	7122	15,000	15,000	468	(14,532)	3% Work pending - chimney removal
Professional Fees - Non Financial	7125	1,350	1,350	835	(515)	62%
Toiletries and Cleaning Materials	7130	800	800	843	43	105%
Rent Payable	7160	740	740	732	(9)	99% Rental for allotments & bandstand
Card Handling Charges (Toilets only)	7190	1,300	1,300	1,244	(56)	96% Monthly Nayax readers and service fee for toilets
Cleaning	7200	15,000	15,000	15,000	0	100% Toilets
Communications	7255	500	500	1,092	592	218% Includes adverts for Hall & Services Manager
Lengthsman	7455	6,500	6,500	5,465	(1,035)	84%
Parish Election Costs	7600	-	-	-	0	
Projects	7605	10,000	10,000	2,300	(7,700)	23% Donation Fell Close slide
PWLB Loan Interest Paid	8000	500	500	222	(278)	44%
		<b>213,040</b>	<b>213,040</b>	<b>220,793</b>	<b>7,753</b>	<b>104%</b>
<b>Net profit (Loss)</b>		<b>9,650</b>	<b>9,650</b>	<b>25,924</b>		

## Balance Sheet Summary as at 31/03/22

Total Assets Less Total Liabilities (including Public Works Loan Board Loan) **298,430**

# TOWN COUNCIL OF GRANGE – OVER – SANDS

C22/13

**Appointments to Committees** (*Standing Item – Annual Town Council Meeting*)

13

- a. Members noted the Staffing Committee Terms of Reference.
- b. Members noted that the Chairman and Vice-Chairman were members of this Committee.
- c. Members noted that it is good practice to appoint the previous years' Chairman and Vice-Chairman, if re-elected to the Council, for continuity of line-management for staff.
- d. Members considered appointments to the Staffing Committee for the 2022/23 Council Year.

## **RESOLVED**

That Cllrs. Thomas, Walmsley, Mason and Handley were voted to the Staffing Committee for the 2022/23 Council Year.

C22/14

**Members External Office Holders 2022-23** (*Standing Item - Annual Town Council Meeting*)

14

Members reviewed the approved appointments for the previous year, noting that Tracy Hathorn and Peter Endor resigned from the Council during the year.

Members noted that Cllrs. E. Walmsley and Logan were appointed as representatives to Save Grange Lido Community Benefit Society in December 2021.

Members noted that Mrs Strawbridge was happy to continue as the Council's representative on the Cartmel Old Grammar Foundation Trust. Mrs Strawbridge was thanked.

Members considered appointments for the new Council year 2022-23.

## **RESOLVED**

- i) That Men in Sheds would be approached to see if they still wanted a representative.
- ii) That the approved Member External Office Holders 2022-23 were as follows:

### **Members External Office Holders 2022–23**

- a. CALC District Association – Town Clerk
- b. Grange in Bloom – Cllr. Mason
- c. Nutwood Patients Group – Cllr. Thomas
- d. Furness Line Community Rail Partnership – Cllr. Thomas
- e. Bay Villa Trust – All Councillors
- f. Cartmel Old Grammar Foundation – Jane Strawbridge (nominated by GTC)
- g. The Civic Society – Cllr. Handley

## TOWN COUNCIL OF GRANGE-OVER-SANDS

- h. Friends of Kents Bank Station and Foreshore – Cllr. Greenway
- i. Victoria Hall Support Group – Cllr. Handley
- j. Christmas Tree Committee - Cllr. Logan
- k. National Park Southern Boundary Partnership – Cllrs. Greenway and Bailey
- l. Morecambe Bay Partnership – Cllrs. Greenway, Handley, Bailey and Thomas
- m. Grange Chamber of Trade and Hoteliers Association – Cllr. A. Walmsley
- n. Grange and Peninsula Well-being Hub (GAP) – Cllr. Bailey
- o. U3A – Cllr. Handley
- p. Cumbria Better Connected – Cllr. Thomas
- q. PEAT Greening Campaign – Cllrs. Thomas and Handley
- r. Save Grange Lido Community Benefit Society – Cllrs. Logan and E. Walmsley

**C22/15**

**Memberships** (*Standing Item – Annual Town Council Meeting*)

**15**

Members reviewed the Council's and employees' memberships noting that the membership of the following bodies required approval for renewal (paid from budget for Subscriptions):

- a. Society of Local Council Clerks (SLCC).
- b. Cumbria Association of Local Councils (CALC) and National Association of Local Councils (NALC) combined annual membership.
- c. NALC *Local Council Review* (publication).

### **RESOLVED**

- i) That the Society of Local Council Clerks (SLCC) annual membership for Town Clerk due in May, amount to be confirmed, payment approved in June, was approved.
- ii) That the Cumbria Association of Local Councils (CALC) and National Association of Local Councils (NALC) combined annual membership renewal for Council due now, cost £573.32 was approved.
- iii) That the NALC Local Council Review (publication) annual subscription amount to be confirmed, payment approved in June, was approved.

*District Cllr. Fiona Hanlon left the meeting.*

## TOWN COUNCIL OF GRANGE-OVER-SANDS

**C22/16**

**Statutory Document Review** (*Standing Item – Annual Town Council Meeting*)

**16**

- a. Members noted that it is a statutory duty to review the Standing Orders, Financial Regulations and Delegation Scheme at the Annual Meeting of the Town Council in May.
- b. Members considered the reviewed Standing Orders, Financial Regulations and Delegation Scheme, noting that no amendments had been made, or were recommended, or were required by legislation.

**RESOLVED**

That the reviewed Standing Orders, Financial Regulations and Delegation Scheme were approved.

**C22/17**

**Council Policies and Procedures** (*Standing Item – Annual Town Council Meeting*)

**17**

- a. **Review Schedule**  
Members considered the review schedule for Council policies and procedures.

**RESOLVED**

That the review schedule for Council policies and procedures was approved.

*Unitary Councillor Jenny Boak left the meeting.*

- b. **Annual Reviews**  
Members considered the annual review of the following policies, noting that no material changes had been made, or were recommended:
  - i) Complaints Policy
  - ii) Data Protection
  - iii) Disciplinary Policy and Procedure
  - iv) Disciplinary Rules
  - v) Equal Opportunities
  - vi) Freedom of Information
  - vii) Grievance Procedure
  - viii) Health and Safety
  - ix) Meetings Part 2 Exclusions
  - x) Model Publication Scheme
  - xi) Press and Media
  - xii) Privacy Notice
  - xiii) Recruitment and Selection
  - xiv) Social Media

# TOWN COUNCIL OF GRANGE-OVER-SANDS

## RESOLVED

That the annually reviewed policies, as listed, were approved.

### c. **Reviews due 2022**

Members noted that the following polices had been reviewed, as scheduled, and no material changes made or recommended:

- i) Risk Management
- ii) Procurement
- iii) Volunteers

## RESOLVED

That the reviewed Risk Management, Procurement and Volunteer polices were approved.

### d. **Course of Business Activity**

Members noted that policies are reviewed or created in the course of business and that the Council adopted the following during the past year:

Revised Councillor Code of Conduct (approved October 2021).

**C22/18**

**Meeting Dates** (*Standing Item – Annual Town Council Meeting*)

**18**

Members considered the dates, times and place of ordinary meetings of the full council including the Annual Town Meeting and Annual Town Council meeting and noted that dates, times and place of council committee meetings will be decided, as necessary.

## RESOLVED

That the dates, times and place of ordinary meetings of the full council including the Annual Town Meeting and Annual Town Council meeting were approved as follows:

### **Full Council Meeting Dates**

**7pm, Victoria Hall, Grange-over-Sands**

#### **2022 – 2023**

Monday 13 June 2022

Monday 11 July 2022

Monday 8 August 2022

No meeting in September

Monday 10 October 2022



## TOWN COUNCIL OF GRANGE-OVER-SANDS

Monday 14 November 2022

Monday 12 December 2022

Monday 9 January 2023

Monday 13 February 2023

Monday 13 March 2023

Monday 3 April 2023

Annual Town Council – Monday 15 May 2023

*Note – dates below will be formally agreed May 2023*

Monday 12 June 2023

Monday 10 July 2023

Monday 14 August 2023

No meeting in September

Monday 9 October 2023

Monday 13 November 2023

Monday 11 December 2023

**C22/19**

**Updates from Members**

**19**

Members received the following updates from Councillors on works in progress and meetings and events attended, including:

### **Cllr. Thomas – Councillor Surgery**

A surgery was held with Cllr. Logan and District Cllr. Peter Endor. No members of the public attended.

District Councillor Fiona Hanlon and the new Unitary Councillors will be invited to attend the next surgery.

# TOWN COUNCIL OF GRANGE – OVER – SANDS

**C22/20 Street Naming and Numbering Addressing Guidance and Policy 20**

Members noted correspondence from South Lakeland District Council further to their consultation on this matter. SLDC now request developers to liaise directly with Parish or Town Councils regarding street name proposals for a new street consisting of 5 or more properties. The local Parish or Town Council must support the new street name.

**C22/21 Christmas 21**

Members considered renewal of Christmas lights contract with Lite Ltd. for 2022-2026.

## **RESOLVED**

That the contract to provide installation, maintenance and storage of Christmas lights with Lite Ltd. for 2022-2026, annual cost £4,751 (ex-Vat), was approved.

**C22/22 Public Conveniences 22**

## **Maintenance Review – Church Hill**

To note that a condition review of the Church Hill facilities was undertaken to identify maintenance needs and works costing £3,800 were completed.

**C22/23 Victoria Hall 23**

### **a. Victoria Hall Risk Assessment**

Members noted that LOLER (Lifting Operations and Lifting Equipment Regulations 1998) tests on the stage scenery bars have been completed. This is a safety requirement that is ideally done every other year. It has not been done since 2018 due to the Covid-19 pandemic.

Northern Stage (now Torpedo) did the work for £1,222.68 (ex-Vat). Another quote, from Custom Group, was £3,120.21 (ex-Vat).

### **b. Listed Building Consent SL/2022/0037**

Members noted that SLDC has granted Listed Building Consent to remove the rear chimney to prevent damp ingress, and the building works approved in January 2022 can now go ahead.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

C22/24

Training

24

### **Designated Premises Supervisor (Alcohol)**

Members noted that the Hall and Services Manager has completed training and is registered as the Designated Premises Supervisor (Alcohol) for the Victoria Hall Premises Licence.

C22/25

Next Meeting

25

Members noted that the next Full Council Meeting would be held at the Victoria Hall on:

Monday 13 June 2022, 7pm.

There being no further business, the meeting closed at 8.25 pm.

**Signed:**

**Dated:**

**Chair, Grange-over-Sands Town Council**