

# TOWN COUNCIL OF GRANGE-OVER-SANDS

**Chairman/Mayor:**  
Cllr. Roger Handley

**Vice-Chairman/Deputy Mayor:**  
Cllr. Ann Walmsley

**Town Clerk:**  
Mrs. C. Benbow



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

Tel: (015395) 32375  
[www.grangeoversandstowncouncil.gov.uk](http://www.grangeoversandstowncouncil.gov.uk)  
[council@grangeoversandstowncouncil.gov.uk](mailto:council@grangeoversandstowncouncil.gov.uk)

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

**DRAFT Minutes of the Meeting of the Town Council held in the Victoria Hall,  
on Monday 10 June 2024 commencing at 7.00 pm.**

**Present:** Cllr. R. Handley – **Chair**  
  
Cllr. A. Walmsley, Cllr. C. Logan, Cllr. T. Thomas, Cllr. E. Walmsley,  
Cllr. J. Mason, Cllr. A. Speight, Cllr. J. Walmsley  
  
Mrs. C. Benbow – Town Clerk

**In attendance:** Westmorland and Furness Unitary Councillors J. Boak and A. Hull and 7 members of the public.

<b>Minute Ref:</b>		<b>Agenda No:</b>
<b>C24/27</b>	<b>Apologies for Absence</b>	<b>1</b>

There were no apologies received.

<b>C24/28</b>	<b>Public Participation: Public Have Your Say</b>	<b>2</b>
---------------	---	----------

**Speaker 1** Made representation to members, speaking as the Secretary of Natland and Oxenholme Table Tennis Club, regarding their project to set up a new table tennis club at Lower Holker Village Hall.

**Council Response** The Chairman suggested that they applied to the Bay Villa Trust.

# TOWN COUNCIL OF GRANGE-OVER-SANDS

<b>Resident 2</b>	Made representation to members regarding the development of Yewbarrow Lodge, asking whether the properties would be sold, and whether the 19 June WFC meeting with Town and Parish Councils, Item 16 (c) was open to the public.
<b>Council Response</b>	WFC Cllr. J. Boak clarified that the Yewbarrow Lodge properties would not be sold and that the WFC meeting on 19 June was not open to the public.

C24/29

Reports

3

## Westmorland and Furness Council Report

WFC Councillor Jenny Boak reported:

1. **Pre-Election Period** - several meetings have been cancelled due to this.
2. **Bridges** - emergency meetings have been held about bridge closures for safety reasons.
3. **Communications Meeting** - WFC are meeting Town and Parish Councils online on 19 June.
4. **Access Meeting** – this is being organised with Cllr. Thomas.
5. **Ornamental Gardens** - works are in progress to repair the paths and paving.

WFC Councillor Andy Hull reported:

1. **Pedestrian Crossing** - progress on the pedestrian crossing near Trickett's Field is on hold due to the pre-election period.
2. **Litter Bin** - a new litter bin has been installed at the bus stop on Kents Bank Road near the doctors.
3. **Emergency Road Closure** - near Tesco on Kents Bank Road for sewer repairs.
4. **Green Bins** - complaints from Carter Lane regarding green bin collections are being investigated.
5. **Road Adoption** – the road at Oversands View has now been adopted.
6. **Kirkby Lonsdale Buses** – there have been complaints about services; WFC officers are investigating.

## Mayor's Report

Mayor Cllr. Roger Handley reported that he opened the 'Music in the Park' Band Concert Season, with Flookburgh Band, on Sunday 2 June in Park Road Gardens.

# TOWN COUNCIL OF GRANGE-OVER-SANDS

**C24/30 Minutes of the Previous Meeting 4**

**RESOLVED** That the Minutes of the Meeting of the Town Council held on Monday 13 May 2024 were accepted as a true record.

**C24/31 Declarations of Interests and Dispensations 5**

**NOTED** There were no requests received for dispensations or declarations of interest.

**C24/32 Public Bodies (Admission to Meetings) Act 1960 – Excluded Item 6**

**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.

**C24/33 Planning Report 7**

**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. 2024/0824/FPA  
Full Application  
14 Graythwaite Court Fernhill Road GRANGE-OVER-SANDS  
Existing timber patio door to be replaced with UPVC door  
Extension to comment requested

**RESOLVED  
NO OBJECTION**

- b. 2024/0558/FPA  
Full Application  
Holme Farm Meathop Road GRANGE-OVER-SANDS  
Erection of agricultural workers dwelling  
Extension to comment requested

**RESOLVED  
NO OBJECTION**

# TOWN COUNCIL OF GRANGE-OVER-SANDS

- c. 2024/0823/FPA  
Full Application  
Mull House Charney Road GRANGE-OVER-SANDS  
Variation of condition 2 (approved plans) attached to planning permission  
SL/2021/0802 (Dwelling & garage)

**RESOLVED**  
**NO OBJECTION**

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

- a. 2024/0669/FPA MONTON 10 CART LANE LA11 7AB Full Application Non-Determination
- b. 2024/0513/FPA CASTLEHEAD FIELD CENTRE CASTLEHEAD LINDALE LA11 6QT Full Application Refused
- c. 2024/0564/FPA GARDONE 32 KIRKHEAD ROAD Full Application Approved with Conditions
- d. 2024/0534/FPA FORMER AGE CONCERN UK LINDALE ROAD Full Application Approved with Conditions
- e. SL/2023/0806 GRANGE-OVER-SANDS LIDO PROMENADE Discharge of conditions - Details Reserved by Condition (Discharge) Discharge of Conditions
- f. SL/2023/0807 GRANGE-OVER-SANDS LIDO PROMENADE Discharge of conditions - Details Reserved by Condition (Discharge) Discharge of Conditions
- g. 2024/0666/PACO U BARN AT HIGH FARM SPRING BANK ROAD Prior Approval - Change of Use Refused

### C24/34 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.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

### 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. Thomas 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. A. Walmsley and Handley would complete online authorisation of payments for the next payment period.

DRAFT

# TOWN COUNCIL OF GRANGE-OVER-SANDS

## GRANGE-OVER-SANDS TOWN COUNCIL

### Payments for Approval

June 2024

#### 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

39	Lloyds Bank Plc - Card May 2024 - Monthly fee	3.00	
39a	Amazon - 150 x AA batteries	26.05	
39b	Ost West - 4 x Rubber matting	63.70	
39c	Amazon - White paper rolls refund	(13.10)	
39d	WFC - Event application	30.00	
39e	REJS - Cutlery tray	13.99	
39f	Shen Zhen - Office drawer organiser	19.98	
39g	Amazon - Hand soap, projector lock kit, cutlery tray	88.31	
39h	Amazon - 2-ply blue paper hand towels	19.11	
39i	Amazon - 2 x Plastic storage box	31.24	
39j	Codelocks - Lock fixing pack	14.46	296.74
40	WFC - 3/10 Non Dom Rates V Hall		663.00
41	WFC - 3/10 Non Dom Rates Rooms 1 & 3 / Council office		167.00
42	WFC - 3/10 Non Dom Rates Room 4		94.00
43	Npower - Elec V Hall 01/04-30/04/24		215.21
44	Npower - Elec Church Hill PC 01/04-30/04/24		58.29
45	Npower - Elec Prom PC 01/04-30/04/24		37.98
46	Npower - Elec Xmas Tree lights 01/04-30/04/24 (recoverable)		17.39
47	Corona Energy - Gas V Hall 01/04-01/05/24		845.74
48	Sage - Support 01/06-30/06/24		100.80
49	BT - Tel & Broadband to 30/06/24		52.39

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

50	A V Parts Master Ltd - 2 x Epsom projector lamps		163.20
51	Zurich Municipal - Commercial Insurance 01/07/24-30/06/25 (app'd C24/11c)		6,433.41
52	Society of Local Council Clerks annual membership Town Clerk (app'd C24/14i)		288.00
53	Treble3 - Website updates		54.00
54	J Airey - Internal audit for 2nd half year 01/10/23-31/03/24		219.80
55	Lamont Pridmore - Professional services 01/05/23-31/03/24		1,668.00
56	Turnstone HR - HR support 13 months May '23 - May '24	650.00	
57	Turnstone HR - HR support June '24	50.00	700.00
58	Healthmatic - Antennas for Orn Gdns & Prom PCs (app'd C23/212b)	2,038.68	
59	Healthmatic - PC cleaning 01/06-30/06/24	1,645.49	3,684.17
60	Lengthsman - Toilet roll holder for Orn Gdns PCs	39.55	
61	Lengthsman - To 31/05/24	695.97	735.52
62	Lancasters - Handles, bulbs, drill bits, paint & rollers		53.10

#### Total Bank Account No. 2

16,547.74

#### Total Accounts

16,547.74

# TOWN COUNCIL OF GRANGE-OVER-SANDS

Page 2

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

Total Salaries	<u>7,354.26</u>
HMRC PAYE & NI - Tax Month 2	1,941.90
LG Pension Scheme Month 2 - Employer payment	2,210.91
	<u>11,507.07</u>
<b>Total Bank Account No. 2</b>	<u><u>28,054.81</u></u>
<b>Total all payments for approval</b>	<u><u>28,054.81</u></u>

## Accounts paid in previous month

### Bank Account No. 1

#### Direct Debits

#### Cheques

### Bank Account No. 2

#### Direct Debits

36 Waterplus - V Hall 06/04-05/05/24	166.19
37 Waterplus - Orn Gdns PC 07/04-06/05/24	62.31
38 Waterplus - Church Hill PC 07/04-06/05/24	58.79

## Direct Bank Payments

<b>Total Accounts paid in previous month</b>	<u><u>287.29</u></u>
<b>Grand Total</b>	<u><u>28,342.10</u></u>

## Bank Balances

Bank Account No. 1 As at 31/05/24	203,465.74
Bank Account No. 2 As at 31/05/24	309,428.90

## Transfer to Petty Cash account to replenish float

Signed (Chairman) .....

Dated.....

The Internal Audit took place on 23 May 2024. Members noted the Internal Audit Report, and that the Town Council is fully compliant with the Account and Audit Regulations.

- a. Members considered the Annual Governance Statement in the Annual Governance and Accountability Return for the year ended 31 March 2024. Assertion 4 was specifically noted.

**RESOLVED**

That the Annual Governance Statement in the Annual Governance and Accountability Return for the year ended 31 March 2024 was approved.

- b. Members considered the Accounting Statements in the Annual Governance and Accountability Return for the year ended 31 March 2024.

**RESOLVED**

That the Accounting Statements in the Annual Governance and Accountability Return for the year ended 31 March 2024 was approved.

- c. Members considered authorising the Chairman and Town Clerk (Responsible Financial Officer) to sign the statements.

**RESOLVED**

That the Chairman and Town Clerk (Responsible Financial Officer) were authorised to sign the Annual Governance Statement and the Statement of Accounts in the Annual Return for the year ended 31 March 2024.

- d. Members considered authorising the submission of the Annual Governance and Accountability Return for the year ended 31 March 2024 for External Audit to commence following the prescribed period for public examination from 12 June 2024 to 23 July 2024.

**RESOLVED**

That the submission of the Annual Return for the year ended 31 March 2024 for External Audit following the prescribed period for public examination from 12 June 2024 to 23 July 2024 was authorised.

The Clerk and Finance Administrator were thanked for all their hard work in preparing the AGAR.



a. **Casual Vacancies**

Members noted that, as fourteen working days elapsed since the announcement, and there was no notification of a local election being called, the Town Council is now able to co-opt.

The casual vacancy has been advertised in ‘Grange Now,’ on Facebook, on the Victoria Hall noticeboards, and on the website. Meetings with candidates are booked for the evening of Wednesday 7 August ahead of voting at the August Town Council meeting.

b. **Statement of Tenders and Contracts**

Members noted the Statement of Tenders and Contracts, dated 30 May 2024, as required as good practice for publication on the Town Council website by the 2015 Transparency Code.

c. **Nationwide**

Members considered opening a savings account with Nationwide as the Precept is now paid in one lump sum and it is good practice to spread funds.

**RESOLVED**

That the Town Council opens a savings account with Nationwide.

d. **Reserves**

Members reviewed the Reserves Policy and considered the reserves allocation at the opening of the new financial year.

**RESOLVED**

- i) That the Reserves Policy was approved.
- ii) That the reserves were allocated as below:

<b>Opening Reserves 2024 - 2025 FOR CONSIDERATION JUNE 2024</b>	<b>£</b>
<b>General Reserve</b>	
Council	113,110
<b>Earmarked Reserve</b>	
Victoria Hall	90,000
Public Conveniences	15,000
Recreation, Play and Culture	35,000
Allotments	12,000
Public Domain	10,000
Professional Fees	1,000
<b>Restricted (ring-fenced) Reserve</b>	
Allotments fencing works approved April 2024	7,346
Victoria Hall Support Group donations	79
<b>Reserves as AGAR Box 7 March 2024</b>	<b>283,535</b>

## TOWN COUNCIL OF GRANGE-OVER-SANDS

C24/38

Consultations

12

Members considered participation by Councillors in appropriate consultations:

### **NALC The Committee on Standards in Public Life Consultation**

The draft response to this was considered, as resolved in the previous meeting, on 22 May after the Christmas lights meeting.

### **RESOLVED**

That Grange Town Council would respond to the consultation raising the points as drafted.

C24/39

Updates from Members

13

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

- a. **Cllr. J. Walmsley – Cumbria Tourism** – the Town Council has now joined Cumbria Tourism and on 29 May Cllr. J. Walmsley met two of their officers. The aim is to improve the 'Grange' page on the Cumbria Tourism website and have more information there about the Victoria Hall and events at the Hall. Cllr. J. Walmsley will be attending the Cumbria Tourism AGM in Penrith.
- b. **Cllr. R. Handley – CALC Training event** – attended online event on 3 June. The event was about CALC training, and all Town Councillors were encouraged to take part in the training offered by CALC, particularly 'The Effective Councillor.'
- c. **Cllrs. Handley and Thomas - Victoria Hall Support Group** – there will be a Heritage Open Day on Saturday 7 September. The Support Group has donated £10,000, from their fundraising to the Town Council, towards the Victoria Hall.

C24/40

Band Concerts

14

Members noted that, as requested by WFC, the Town Council applied for permission to hold the 'Music in the Park' Sunday Band Concerts in Park Road Gardens. The application fee was £30. The season started on Sunday 2 June.

C24/41

Victoria Hall

15

### a. **Emergency Lights**

Members noted that works to upgrade and replace failed units were undertaken costing £350.

## TOWN COUNCIL OF GRANGE – O V E R – S A N D S

- b. **Annual LOLER Testing (Lifting Operations and Lifting Equipment Regulations 1998)**  
Members considered quote for the annual safety checks of the stage hoists costing £1,365.00.

### RESOLVED

That the quote for the annual safety checks of the stage hoists costing £1,365.00 was approved.

### C24/42 Westmorland and Furness Council (WFC) 16

- a. **Council Plan Delivery Framework 2024-25**  
Members considered correspondence from Westmorland and Furness Council and their Council Plan Delivery Framework.
- b. **Local Plan Briefing**  
Members noted correspondence from WFC inviting communities to an 'Early Conversation' via Teams on 27 June at 7pm.
- c. **Town and Parish Council Event: Making the link and encouraging the flow**  
Members noted correspondence from WFC and the invitation to their event via Teams on 19 June at 7.15 pm.

### C24/43 Correspondence – Cumbria Divest 17

Members considered correspondence received 23 May from Cumbria Divest regarding Cumbria Pension Fund's investments in fossil fuel companies, and their request that the Town Council writes to Cumbria Pension Fund asking it to divest from fossil fuel companies.

### RESOLVED

That the Town Council was satisfied with the current investment strategy implemented by Cumbria Pension Fund.

### C24/44 South Lakes Housing – Yewbarrow Lodge 18

Members noted an update from the Head of Development at South Lakes Housing as follows:

*We're still waiting for the final planning approval to be issued, we were hoping to get this in May, but it's now looking like this will arrive in June. With this in mind, we are working towards demolishing the Lodge as soon as possible, with an aim to start the works in mid-late June. We appreciate that the demolition and subsequent construction works will have an impact on the community, and if there are any concerns that the Town Council would like*

## TOWN COUNCIL OF GRANGE-OVER-SANDS

*to raise, please get in touch. We will of course reach out once we have any further updates, and we have also continued to post in Grange Now to keep community members informed.*

### RESOLVED

That the following concerns were raised with South Lakes Housing:

- a. That works do not affect the area outside the footprint of the development, and that the orchard, trees, and green space outside the development area are respected, and not damaged or used for storage or parking.
- b. That the residents, who are elderly, who live in the Lodge are not inconvenienced or disturbed by the works any more than is necessary.
- c. That access to the Yewbarrow allotments is not restricted.

#### **C24/45 Training**

**19**

Members noted that an informal working party, to include all councillors, was scheduled for Wednesday 19 June, 7pm, for training and induction about Local Government Reorganisation, specifically the WFC Delivery Framework and Local Plan and the GTC Priorities and Action Plan.

This is to be rescheduled due to the WFC meeting now on at the same time.

#### **C24/46 Staffing**

**20**

Members noted that there will be a meeting of the Staffing Committee at 7pm on Wednesday 12 June 2024.

#### **C24/47 Next Meeting**

**21**

Members noted that the next Full Council Meeting would be held:

Monday 8 July 2024, 7.00pm Victoria Hall, Main Street, Grange-over-Sands.

There being no further business, the meeting closed at 7.45pm.

**Signed:**

**Dated:**

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