

# TOWN COUNCIL OF GRANGE-OVER-SANDS

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

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

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



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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 12 June 2023 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  C. Benbow, Town Clerk

## **AGENDA FULL COUNCIL MONDAY 12 JUNE 2023**

### **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. Westmorland and Furness Council Report
- b. 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 15 May 2023 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**

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

## **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.  
To note that Cllr. A. Walmsley authorised payments for the previous month in place of Cllr. Mason who is not yet registered to complete this.

## **9. Finance and Governance – Internal Audit**

The Internal Audit took place on 18 May 2023. To note the Internal Audit Reports, and that the Town Council is fully compliant with the Account and Audit Regulations (*reports circulated*).

## **10. Finance and Governance – External Audit - Annual Governance and Accountability Return**

- a. To approve the Annual Governance Statement in the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2023 (*circulated*).
- b. To approve the Accounting Statements in the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2023 (*circulated*).

- c. To authorise the Chairman and Town Clerk (Responsible Financial Officer) to sign the statements.
- d. To authorise the submission of the Annual Governance and Accountability Return for the year ended 31 March 2023 for external audit to commence following the prescribed period for public examination from 13 June 2023 to 25 July 2023.

## 11. Finance and Governance

### a. Casual Vacancies

There are two casual vacancies on the Town Council due to insufficient candidates stepping forward. Anyone interested is invited to contact the Town Clerk or the Chairman for more information, or see [www.grangeoversandstowncouncil.gov.uk](http://www.grangeoversandstowncouncil.gov.uk)

### b. Statement of Tenders and Contracts – Transparency Code

To note the Statement of Tenders and Contracts, dated 5 June 2023, as required as good practice for publication on the Town Council website by the 2015 Transparency Code (*circulated*).

### c. Insurance

To consider quotes for Council insurance (*quotes and report to be circulated as Part 2 items*).

### d. Reserves

To review the Reserves Policy and consider the reserves allocation at the opening of the new financial year (*policy and breakdown circulated*).

## 12. Consultations

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

## 13. Updates from Members

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

## 14. Bailey Lane Level Crossing

To note response to GTC correspondence from Westmorland and Furness Council 25 May 2023 (*circulated*):

*Following the numerous responses to the made order I will be taking a report to Members for them to decide whether to abandon the Order or send to the Planning Inspectorate for them to make a decision.*

*Grange Town Council's response will be included in any report to Members and with the Order if it is sent to the Planning Inspectorate.*

*Unfortunately, with LGR there has been significant delays with establishment of the new Westmorland and Furness committees, and I do not know which meeting I shall be addressing on this matter.*

## **15. Victoria Hall**

### **a. Victoria Hall Working Party**

To note that a meeting of the Working Party took place on Wednesday 31 May at 7pm. Present were Cllrs. Handley, Thomas, A. Walmsley and Greenway, the Town Clerk and Hall and Services Manager. Mrs Jen Parr represented the Victoria Hall Support Group.

### **b. Hot Work Policy**

To approve the Victoria Hall Hot Work Policy, written by the Hall and Services Manager, as required by the Council's insurers and the Hall Fire Risk Assessment (*circulated*).

## **16. Commemorative Trees Project**

To note that Westmorland and Furness Council (WFC) have given permission to plant an oak tree in the Park Road Gardens to commemorate the Coronation of King Charles III.

To consider a quote of £300 from WFC to provide and plant an oak tree and provide stakes, ties and rabbit guard.

## **17. Training**

To note that First Aid courses, provided by the First Responders, took place at the Victoria Hall on 10 March and 26 May 2023. Grange Town Council staff and U3A group leaders took part. All regular Front-of-House staff are now trained in basic first aid and defibrillator use.

## **18. Staffing Committee**

To note the draft minutes of the Staffing Committee held Tuesday 6 June 2023 and consider any recommendations made.

## **19. Next Meeting**

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

**Monday 10 July 2023 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm**