

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:

Cllr. Tricia Thomas

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

email: council@grangeoversands.net

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

**Minutes of the Meeting of the Town Council held in the Victoria Hall,
On Monday 9 August 2021 commencing at 7.00 pm.**

Present:

Cllr. T. Thomas – **Chair**

Cllr. Greenway, Cllr. A. Walmsley, Cllr. Bailey,

Cllr. Handley, Cllr. E. Walmsley, Cllr. Mason.

Mrs. C. Benbow – Town Clerk

In attendance:

5 members of the public

County Councillor Bill Wearing

District Councillor Peter Endsor

**Minute
Ref:**

Agenda No:

C21/67

Apologies for Absence

1

Apologies were received and approved from Cllr. Logan who was absent due to family emergency.

Members noted an announcement from the Chairman that Tracy Hathorn had written, that day, to resign from the Council.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C21/68

Reports

2

Police Report

Members noted online Police report:

<https://www.cumbria.police.uk/Apply-ForIt/Newsletter/Newsletter.aspx>

District Council Report

District Councillor Robin Ashcroft sent apologies as he was on medical leave.

District Councillor Peter Endsor reported:

Unitary Authority - South Lakes District Council, Eden District Council and Barrow Borough Council are working together on the formation of the new Authority which will come into effect on 1 April 2023. Elections will be held in May 2022. Councillors voted in will shadow until 2023 then be District Councillors for 4 years, serving a total term of five years. The name of the new Authority has not yet been decided.

Cumbria County Council has launched a judicial review appeal against the decision to split Cumbria into two Unitary Authorities.

Cllr. Bailey asked about SLDC's contract with Continental Landscapes, requesting clarification on whether their contract has been changed to include the new work they are undertaking at Olive Way and how this will affect their other commitments in Grange.

Cllr. Endsor replied that he would find out and respond.

County Council Report

County Councillor Bill Wearing reported:

1. **Unitary Authority** – Elections next year will set up 'Shadow Authority' which will determine budget for May 2023. There will be fewer Councillors overall. The County Scrutiny Committee will study how Cheshire East and West split and how they interacted with parishes.
2. **Covid** – Rates throughout Cumbria are low and there is no evidence of any significant outbreaks. Cllr. Wearing encouraged everyone to continue being careful.

The Chairman asked when Grange Library will re-open.

Cllr. Wearing responded that the libraries are all being restructured. They hope to have vacancies filled by September and be back to pre-Covid functioning by October.

TOWN COUNCIL OF GRANGE-OVER-SANDS

Mayor's Report

Mayor Cllr. Tricia Thomas reported there were no civic activities.

C21/69

Public Participation: Public Have Your Say

3

Resident 1

Made representation to members, speaking as the Liberal Democrat Candidate for the District Council, regarding:

1. **I-Play replacement** – apologising if her letter to Grange Now appeared out of context and reiterating that she would like to work with the Town and District Councils to provide a range of play facilities for all ages.
2. **Olive Way Gardening Project** - thanking everyone who has helped. In response to Cllr. Baileys' question to Cllr. Endsor, she confirmed that SLDC have formally agreed to maintain Olive Way as they are responsible for the land. They have allocated additional funding for the work so it won't have an impact on the current contract for works in Grange.

Olive's funeral will be held on 19 August in Flookburgh, followed by open house at the Pheasant. All are invited and welcomed by Cedric.

Resident 2

Made representation to members regarding Item 8, Planning Application SL/2021/0688, speaking to object to the application.

Resident 3

Made further representation to members regarding Item 8, Planning Application SL/2021/0688, speaking to object to the application.

Resident 4

Made representation to members regarding the SLDC Local Plan, concerned that commitments by developers to provide affordable housing are often scaled back, or not upheld, due to viability.

C21/70

Minutes of the Previous Meeting

4

RESOLVED

That the Minutes of the Meeting of the Town Council held on Monday 12 July 2021 were accepted as a true record.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C21/71 **Declarations of Interests and Dispensations** **5**

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

C21/72 **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.

C21/73 **New Councillors** **7**

Members formally welcomed new Councillors Julie Mason and Emma Walmsley and noted that both had signed their Declaration of Acceptance and made Declarations of Interest to the District Council for publication on the SLDC website.

C21/74 **Planning Report** **8**

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/2021/0689 2 & 3 Ashness Kents Bank Road
Application for a Lawful Development Certificate (Proposed) for the replacement of the landing and metal stairs to provide access to two flats
Lawful Dev Cert – Proposed

RESOLVED
NO OBJECTION

- b. SL/2021/0668 Wood edge, Windermere Road
Siting of a Shepherds Hut to provide ancillary accommodation & construction of access tracks (Retrospective Planning Permission)

RESOLVED
OBJECTION

Grange Town Council OBJECTS to the application on the following grounds:

1. SLDC Arboriculturist Specialist Response

The Town Council entirely supports the response from SLDC Arboriculturist Graham Nicholson.

TOWN COUNCIL OF GRANGE-OVER-SANDS

2. Out of Character

The hut has been inserted into protected woodland and is completely out of character. It is visible from the public right of way and changed the character of the area to a domestic character.

This is not the right place for self-contained accommodation.

3. Damage to Landscape and Habitat

It has harmed the landscape, damaged the woodland and the surrounding wildlife habitat.

It appears the limestone pavement has been damaged and the Town Council requests that this is investigated.

c. SL/2021/0752 Lyn Crag, Thornfield Road

Single storey side extension to form a new study and lounge extension, together with an external store.

FULL PLANNING

RESOLVED

NO OBJECTION

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

a. SL/2021/0646 1 Fellside Court Non-Material Amendment – Grant

C21/75 Finance - Monthly Payments

9

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

e. Identification of Councillors to complete online authorisation of payments

Members noted that Cllr. Logan authorised the previous month's payments in place of Cllr. Bailey.

RESOLVED That Cllrs. Walmsley and Greenway 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

August 2021

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

109	Lloyds Bank Plc - Card July 2021 - Monthly fee	3.00	
109a	Screwfix - Castors for film projector stand	15.96	18.96
110	SLDC - 5/10 Non Dom Rates V Hall		574.00
111	SLDC - 5/10 Non Dom Rates Rooms 1 & 3 / Council office		155.00
112	SLDC - 5/10 Non Dom Rates Room 4		87.00
113	Sage - Support 01/08-31/08/21		78.00
114	Npower - Elec Xmas Tree lights 01/06-30/06/21 (Recoverable)		7.56
115	Npower - Elec Church Hill PC 01/06-30/06/21		25.17
116	Npower - Elec Prom PC 01/06-30/06/21		7.86
117	Npower - Elec V Hall 01/06-30/06/21		111.07

Bank Account No. 2 - Direct Bank Payments

108	Lancasters - Loppers, paint & cleaning materials		93.75
120	PPL PRS Ltd - Performing Rights - 06/04-05/07/21 (Recoverable)		32.17
121	SLCC - National Conference 2021 - C Benbow		120.00
122	A Thould - V Hall 3 large external windows cleaned		15.00
123	Johnston's - Repair to Council Chamber clock		35.00
124	J Davenport - Internal office & ground floor external windows cleaned		33.00
125	CALC - Training course 14/07/21 - L Owen		30.00
126	Treble3 - Website amendment	18.00	
127	Treble3 - Website amendment & training	183.00	201.00
128	Lamont Pridmore - Payroll services April - June 2021		345.60
129	Horton Landscapes - Recreation Ground bench (approved C21/40)		780.00
130	KTD - Photocopying 30/06-28/07/21	23.97	
130a	KTD - Replace PSU on PC	117.60	141.57
131	YPO - Stationery		1.92
132	Healthmatic - Public Conveniences cleaning 01/08-31/08/21		1,500.00
133	Lengthsman - To 31/07/21		407.00
134	High Society Jazz - Concert 25/07/21		100.00
135	Ulverston Town Band - Concert 01/08/21		100.00
TS2	VHSG - Cinema - Military Wives ticket reimbursement		99.40

Total Bank Account No. 2

£ 5,100.03

Total Accounts

£ 5,100.03

TOWN COUNCIL OF GRANGE-OVER-SANDS

Page 2

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

Total Salaries	£ 5,290.85
HMRC PAYE & NI - Tax Month 4	£ 1,409.98
LG Pension Scheme Month 4 - Employer payment	£ 1,826.91
	<u>£ 8,527.74</u>
Total Bank Account No. 2	<u>£ 13,627.77</u>
Total all payments for approval	<u>£ 13,627.77</u>

Accounts paid in previous month - approved

Bank Account No. 1

Bank Account No. 2

Accounts paid in previous month - not yet approved

Bank Account No. 1

Direct Debits

Cheques

Bank Account No. 2

Direct Debits

Direct Bank Payments

Total Accounts paid in previous month £ -

Grand Total £ 13,627.77

Bank Balances

Bank Account No. 1 As at 31/07/21 175,415.98
Bank Account No. 2 As at 31/07/21 162,818.61

Transfers between bank accounts

Transfer to Petty Cash account to replenish float

Signed (Chairman)

Dated.....

C21/76 Finance and Governance

10

a. **First Quarter Financial Report**

Members considered the first quarter Financial Report 1 April to 30 June 2021.

RESOLVED

That the first quarter Financial Report 1 April to 30 June 2021 was approved.

TOWN COUNCIL OF GRANGE-OVER-SANDS

Grange-over-Sands Town Council		Meeting: 9 August 2021			Prepared: July 2021		
Budget Monitoring 3 months to 30 June 2021		25%					
INCOME	Sage Code	Budget for year £	Budget to date £	Actual to date £	Variance £	% Spend to date	Comments
Precept	4000	187,329	46,832	46,832	0	25%	
Sundry Receipts	4010	-	-	-	0		
Interest Received	4015	-	-	-	0		
Grant Receipts - Running Costs SLDC	4100	7,000	1,750	1,750	(0)	25%	Ornamental Gardens toilet grant
Grant Receipts - General	4105	-	-	-	0		
Grant Receipts - SLDC Council Tax	4106	8,511	2,128	2,128	(0)	25%	
Grant Receipts - SLDC Comm Infrastructure Levy	4107	-	-	-	0		
Donations Received	4115	1,000	250	800	550	80%	8 x £100 donations for Bandstand concerts for season
Donations for Assets	4116	-	-	-	0		
Donations - Victoria Hall	4117	-	-	118	118		
Rent Receipts	4120	3,800	950	1,018	68	27%	
Room Hire Receipts	4125	5,000	1,250	1,770	520	35%	
Bay Villa Trust Admin Fee	4162	550	138	-	(138)	0%	Charged annually in 4th quarter
Commission Received	4170	-	-	-	0		
Lease Registration Fees	4175	-	-	-	0		Cedric Walk
Toilet Entry Fees	4500	9,500	2,375	4,786	2,411	50%	
		222,690	55,673	59,202	3,530	27%	

EXPENDITURE	Sage Code	Budget for year £	Budget to date £	Actual to date £	Variance £	% Spend to date	Comments
Musicians' Fees	6200	1,000	250	-	(250)	0%	Due in 2nd quarter
Mobile Toilets	6220	550	138	-	(138)	0%	Due in 2nd quarter
Salaries	7000	89,000	22,250	20,597	(1,653)	23%	
Pensions	7001	17,500	4,375	2,575	(1,800)	15%	
Printing and Stationery	7010	800	200	51	(149)	6%	Staff working from home
Postage	7012	40	10	-	(10)	0%	
Water	7015	4,800	1,200	768	(432)	16%	
Business Rates	7020	8,800	2,200	1,953	(247)	22%	
Telephone/Broadband	7025	1,050	263	73	(190)	7%	Reduction in tariff from Feb 2021
Insurance	7030	4,000	1,000	828	(172)	21%	
Subscriptions	7040	860	215	828	613	96%	Full year subs for CALC, SLCC & Cumbria Tourism
Information Technology	7046	4,500	1,125	623	(502)	14%	
Website	7047	400	100	110	10	27%	
Travelling Expenses	7050	200	50	-	(50)	0%	
Training Expenses	7052	600	150	172	22	29%	SLCC/NALC Training
Civic Expenses	7055	100	25	-	(25)	0%	
Bank Charges	7070	300	75	44	(31)	15%	Fewer transactions generally
Audit Fees	7075	1,000	250	200	(50)	20%	6 months Internal Audit fee only
Accountancy Fees	7080	3,000	750	1,342	592	45%	Includes year end 31/03/21 accountancy charge
Gas	7100	4,500	1,125	293	(832)	7%	V Hall used less & staff working from home
Electricity	7105	4,250	1,063	287	(775)	7%	V Hall used less & staff working from home
Christmas Lights	7106	4,600	1,150	-	(1,150)	0%	
Donation Expenditure - Victoria Hall	7110	-	-	2,571	2,571		Safety flooring glass passageway - VHSG reserve
Repairs and Maintenance	7120	5,000	1,250	829	(421)	17%	Rec Ground/Bandstand/Public Domain/Toilets
Hall Regular Maintenance	7121	4,500	1,125	569	(556)	13%	
Hall Maintenance Plan & Emergency Repairs	7122	15,000	3,750	-	(3,750)	0%	
Professional Fees - Non Financial	7125	1,350	338	-	(338)	0%	
Toiletries and Cleaning Materials	7130	800	200	27	(173)	3%	Less activity in hall 1st quarter
Rent Payable	7160	740	185	515	330	70%	Full year rental Grange Fell allotments & Bandstand
Card Handling Charges (Toilets only)	7190	1,300	325	341	16	26%	Monthly Nayax readers and service fee for toilets
Cleaning	7200	15,000	3,750	3,750	0	25%	Toilets
Communications	7255	500	125	89	(36)	18%	
Lengthsman	7455	6,500	1,625	1,224	(401)	19%	
Parish Election Costs	7600	-	-	-	0		
Projects	7605	10,000	2,500	4,200	1,700	42%	1/4 pipe skate ramp
PWLB Loan Interest Paid	8000	500	125	60	(65)	12%	
		213,040	53,260	44,918	(8,342)	21%	
Net profit (Loss)		9,650	2,413	14,284			

Balance Sheet Summary as at 30/06/21

Total Assets Less Total Liabilities (including Public Works Loan Board Loan) **286,790**

TOWN COUNCIL OF GRANGE-OVER-SANDS

b. Risk Assessments

Members noted the Risk Assessment Record, and considered the following Risk Assessments which were reviewed in July as part of the annual review schedule:

- i) Victoria Hall – Fire
- ii) Victoria Hall – Operations
- iii) Council Offices
- iv) Allotments
- v) Public Conveniences
- vi) Cycle Racks at Library

Members considered the following Risk Assessment as updated, in compliance with the revised Government Guidance on Covid Restrictions from 19 July 2021:

Re-opening Victoria Hall for Public Use Post Covid-19 Closure.

RESOLVED

That the Risk Assessments as reviewed and updated were approved.

C21/77

Consultations

11

Members considered the Council's participation:

South Lakeland Local Plan Review: Issues and Options Consultation

Deadline for comments: 30 September 2021 (*circulated: SLDC correspondence and Local Plan Consultation Summary*)

This item was on the previous agenda.

As resolved, an in-person Working Party was held on Wednesday 28 July, 7pm, to discuss a response for consideration at the August Council meeting.

Cllrs. Thomas, Greenway, Bailey and the Town Clerk took part.

Cllr. Greenway reported to the meeting, outlining the response that was drafted by the Working Party.

Members considered response to consultation discussed at Working Party and noted that dates for a meeting were submitted to SLDC, as requested by them.

RESOLVED

That the response as reported by Cllr. Greenway was approved and that the Working Party would meet again to finalise and submit it.

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

a. **Cllr. Thomas – Main Street Underpass - update from Network Rail**

Cllr. Thomas reported that she received correspondence from Network Rail as follows:

The underpass under the rail at this location is a Network Rail asset and as such we want to retain that to ensure that it is maintained to an appropriate and safe level for the line passing above. As you mention, there is of course the issue of security and we would want to retain the underpass for this reason.

There would be no plans to pass responsibility elsewhere as we would lose the ownership that allows us to operate the railway above.

b. **Cllr. Thomas – Lido panels – Network Rail update**

Network Rail have been in correspondence about reusing some of the Lido panels on the underpass - they are keen. Cllr. Thomas will contact the original sponsors to make sure they would be happy for them to be re-used at the underpass.

Members noted that, as resolved, South Lakes Housing were contacted about meeting regarding the Neighbourhood Plan, specifically the Design Guide and that:

The situation is that South Lakes Housing are still in the early phase of their process and are currently looking at different ideas.

Their preferred option is to re-develop the site themselves as affordable/shared-ownership housing. They are scoping this financially to present to their Board.

Once a decision on direction is made by South Lakes Housing Board, a meeting with the Town Council will be arranged. They are expecting to make a decision at the end of September.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C21/80

Play

14

a. I-Play Replacement

Members received an update from the Working Party (Cllrs. Bailey and Logan) set up to investigate ideas, get quotes and research funding and report back to Full Council with recommendations.

Cllr. Bailey reported that they had received 42 responses to the survey and that he and Cllr. Logan would meet to consider recommendations. All the other Councillors were invited.

b. Fell Close Playground

Members noted update from Cllr. Bailey on SLDC progress with missing slide replacement.

Cllr. Bailey reported that there had been no progress.

c. MUGA Fence Replacement

Members noted that planning permission is required by SLDC as the new fence is 0.6m higher than the old one, on one side.

RESOLVED

That planning permission application is submitted for the MUGA fence.

C21/81

Town Sign

15

Members noted that the Town Sign is being repaired by John Barker from JB Projects, cost £900. This is scheduled for completion end August/beginning September 2021.

RESOLVED

That cost of £900 for repairs to the Town Sign by John Barker from JB Projects was approved.

C21/82

Scouts Christmas Quiz

16

Members considered correspondence from the Scouts, requesting help towards photocopying the Scouts Christmas Quiz. The Town Council has done this for many years to help the Scouts with their fundraising. The estimated cost to the Town Council is around £50.

RESOLVED

TOWN COUNCIL OF GRANGE-OVER-SANDS

That the photocopying for the Scouts Christmas Quiz is donated to help the Scouts with their fundraising, not to exceed the estimated cost to the Town Council of around £50.

C21/83

Training

17

- a. Members noted that the Town Clerk will be (remotely) attending the SLCC National Conference 2021 on Wednesday 13 and Thursday 14 October and considered payment £100.00 (+VAT).

RESOLVED

That payment of £100 (plus VAT) for the Town Clerk to (remotely) attend the SLCC National Conference 2021 on Wednesday 13 and Thursday 14 October was approved.

- b. Members noted that the Town Clerk, Victoria Hall Manager and Finance Manager attended website training with Paul Calland from Treble3 on Wednesday 28 July, 9.30am – 12.30, cost £117.50 (+VAT).

C21/84

Next Meeting

18

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

Monday 11 October 2021, 7.00pm Victoria Hall, Main Street, Grange-over-Sands.

There being no further business, the meeting closed at 8.10 pm.

Signed:

Dated:

Chair, Grange-over-Sands Town Council