

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
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Grange-over-Sands
Cumbria, LA11 6DP

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

Minutes of the Meeting of the Town Council held in the Victoria Hall, on Monday 11 December 2023 commencing at 7.00 pm.

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

In attendance: 2 Members of the Public.

**Minute
Ref:**

Agenda No:

C23/124 Apologies for Absence

1

Apologies were received from Cllr. Speight who was absent due to a commitment made prior to becoming a Councillor.

RESOLVED

That apologies from Cllr. Speight who was absent due to a commitment made prior to becoming a Councillor were approved.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C23/125

Public Participation: Public Have Your Say

2

Resident 1

Made representation to members regarding traffic, asking if the Town Council would be applying to Westmorland and Furness Council for any 20mph speed limits, and requesting one for the Esplanade.

Council Response

The Chairman responded that the matter would be on the January Town Council agenda.

Resident 2

Made representation to members, speaking as a member of Peninsula Environment Action Together (PEAT) regarding:

1. Westmorland and Furness Council (WFC) Grant Application – this has been submitted and WFC have requested more details.
2. Encouraging the Town Council to take part in an event – ‘*Climate Change and Biodiversity Loss- How Town and Parish Councils can take action.*’ This is on Thursday 25th January 2024, 7pm, part of the Copeland Climate Champions project Cumbria Association of Local Councils (CALC) and Cumbria Action for Sustainability (CAfS) are currently delivering together.
3. ‘Solar Made Easy’ Programme – this is a community evening event that would be run by CAfS, highlighting the benefits of solar power. Requesting support from the Town Council in hosting an event in early March.

Council Response

Cllrs. Greenway and Mason are attending the 25 January event.

C23/126

Reports

3

Westmorland and Furness Council Report

Unitary Councillors Jenny Boak and Peter Endors sent apologies.

Town Councillors were extremely disappointed at the consistent non-attendance of any Westmorland and Furness Councillors and the lack of any reports.

Mayor’s Report

Mayor Cllr. Roger Handley reported he attended the Christmas Fair at the Victoria Hall and the Christmas Tree Festival Opening Service at St. Pauls Church.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C23/127 Minutes of the Previous Meeting 4

RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 13 November 2023 were accepted as a true record.

C23/128 Declarations of Interests and Dispensations 5

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

C23/129 Public Bodies (Admission to Meetings) Act 1960 – Excluded Item 6

RESOLVED That item 18 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as individual staff could be identified.

C23/130 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. SL/2023/0806 Grange-Over-Sands Lido The Promenade
Discharge of conditions 3 (Windows and doors), 4 (Hard surfacing), and 5 (Railings) attached to planning permission SL/2019/0803
Discharge Conditions

**RESOLVED
NO OBJECTION**

- b. SL/2023/0807 Grange-Over-Sands Lido The Promenade
Discharge of conditions 3 (Windows and doors), 4 (Hard surfacing), and 5 (Railings) attached to planning permission SL/2019/0804
Discharge Conditions

**RESOLVED
NO OBJECTION**

TOWN COUNCIL OF GRANGE-OVER-SANDS

2. Planning Committee Alerts – Members to note that the following were reported to the South Lakeland Local Area Planning Committee on Thursday 30 November 2023:

- a. SL/2023/0497 Red Roofs, 46 Cart Lane, Grange-over-Sands, LA11 7AF
- b. SL/2023/0743 Grange Lido, The Promenade, GRANGE-OVER-SANDS, LA11 6DP
- c. SL/2023/0288 Grange Lido, The Promenade, GRANGE-OVER-SANDS, LA11 6DP

C23/131 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.

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 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

December 2023

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

211 Lloyds Bank Plc - Card Nov 2023 - Monthly fee	3.00	
211a Kompakt - Logitech M220 Mouse	23.22	
211b SPN Brand Ltd - 3000 x Singlefold Hand Towels	54.37	
211c Arrow - 4500 x 2 Ply Hand Towels	54.98	
211d Gear4music Ltd - Conductor Music Stand	128.62	
211e Ebay - 20 x Key fobs	94.00	
211f Bei Jing - Self adhesive hook and loop dots	8.65	
211g Amazon - Soft close toilet seat	25.23	
211h Consumable Direct - 7ft slim Christmas Tree	89.99	482.06
212 WFC - 9/10 Non Dom Rates V Hall		603.00
213 WFC - 9/10 Non Dom Rates Rooms 1 & 3 / Council office		162.00
214 WFC - 9/10 Non Dom Rates Room 4		92.00
215 Npower - Elec V Hall 01/10-31/10/23		410.86
216 Npower - Elec Church Hill PC 01/10-31/10/23		88.99
217 Npower - Elec Prom PC 01/10-31/10/23		51.66
218 Npower - Elec Xmas Tree lights 01/10-31/10/23 (recoverable)		12.13
219 Corona Energy - Gas V Hall 01/10-01/11/23		1,486.96
220 Sage - Support 01/12-31/12/23		100.80
221 Waterplus - V Hall 28/10-28/11/23		135.81
222 BT - Tel & Broadband - Rental to 31/12/23 Calls to 02/12/23		47.94

Bank Account No. 2 - Direct Bank Payments

223 Lancasters - Weedkiller, filler & sandpaper		15.45
224 Shorrock Trichem - 2 ply V-fold hand towels & hand soap		360.76
225 PPL PRS Ltd - Performing Rights to 05/10/23 (recoverable)		329.72
226 Viking - Lamps & stationery		129.31
227 RV Roger Nurserymen - 2 x Commemorative Apple Trees		82.00
228 Kendal Security - Keys		203.24
229 Grange Now - Christmas Box advertisement		39.60
230 Cumbria Employment Ltd - Professional services		1,080.00
231 J Airey - Internal audit for 1st half year 01/04/23-30/09/23		220.00
232 Grange Fell Allotment Society - Tfr of funds from allotment tenant		15.00
233 Neil Watson - Replacement glass for Room 4 window		480.00
234 L Owen - Remembrance Sunday refreshments & postage		78.74
235 C Benbow expenses - Christmas Fair refreshments		104.09
236 Healthmatic - PC cleaning 01/12-31/12/23		1,500.00
237 Lengthsman - To 30/11/23		990.00
238 KTD - Photocopying 31/10/23-30/11/23		25.31

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Page 2

239	Treble3 - Events calendar 17/12/23-16/12/24	105.60
240	Treble3 - Website hosting to 14/01/25 & Domain name to 14/01/26	252.00

Total Bank Account No. 2 £ 9,685.03

Total Accounts £ 9,685.03

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

Total Salaries	£ 10,227.10
HMRC PAYE & NI - Tax Month 8	1,884.28
LG Pension Scheme Month 8 - Employer payment	2,294.41
	<u>£ 14,405.79</u>

Total Bank Account No. 2 £ 24,090.82

Total all payments for approval £ 24,090.82

Accounts paid in previous month

Bank Account No. 1

Direct Debits

Cheques

-

Bank Account No. 2

Direct Debits

-

209 Waterplus - Orn Gdns PC 07/10-07/11/23 61.34

210 Waterplus - Church Hill PC 07/10-07/11/23 54.95

Direct Bank Payments

Total Accounts paid in previous month £ 116.29

Grand Total £ 24,207.11

Bank Balances

Bank Account No. 1 As at 30/11/23 196,416.09

Bank Account No. 2 As at 30/11/23 169,260.46

Transfer to Petty Cash account to replenish float

Signed (Chairman)

Dated.....

a. **Casual Vacancy**

There is now one casual vacancy on the Town Council. Anyone interested in getting involved is invited to contact the Town Clerk or the Chairman for more information, or see www.grangeoversandstowncouncil.gov.uk

b. **Council Aims and Objectives**

Members considered the draft Town Council's Priorities and Action Plan, last approved December 2022 and discussed at the previous Town Council meeting.

RESOLVED

That the draft Town Council's Priorities and Action Plan was approved and would be published on the website.

c. **Internal Audit**

Members noted the interim half-year Internal Audit report to 30 Sept 2023 following the Internal Audit on 23 November 2023. There were no recommendations. The Internal Auditor confirmed that the Council finances are operated in compliance with the Accounts and Audit Regulations.

RESOLVED

That the interim half-year Internal Audit report to 30 Sept 2023 following the Internal Audit on 23 November 2023 was approved.

d. **Draft Budget and Precept 2024/25**

Members considered the draft Budget and Precept, and Budget Report for 2024/25.

Members noted correspondence about the Council Tax Support Grant, received 7 December 2023, from Westmorland and Furness Council (*circulated*):

I am writing to let you know that Westmorland and Furness Council has awarded £7849.93 of Council Tax Support Grant to your Council for 2024/25. This grant will be paid in April 2024 along with your precept payment.

I am also writing to advise you that 2024/25 is the final year of the Council Tax Support Grant. By giving advance notice, any impact upon your budgets can be considered when setting your precept demand for 2024/25 and 2025/26.

On the 12 December, there is a meeting of CALC where Pam Duke, the Council's Director of Resources and Section 151 Officer, will highlight the Westmorland and Furness budget consultation. The Council Tax Support Grant is not part of the budget consultation, but the session on the 12 December 2023, is an opportunity to raise any issues from the grant ending.

TOWN COUNCIL OF GRANGE-OVER-SANDS

e. Staff Pay Award

Members noted the National Association of Local Councils (NALC) announcement of staff pay award, from 1 April 2023 to 31 March 2024, of £1,925 awarded across all pay points for full time staff and pro rata for part-time staff. This was negotiated by the National Joint Council for local government services and applied to staff payments as contracted.

RESOLVED

That the National Association of Local Councils (NALC) pay award, from 1 April 2023 to 31 March 2024, of £1,925, awarded across all pay points for full time staff and pro rata for part-time staff was approved.

f. IT – system renewals

i) Staff Machine Renewal

Members noted that an office desktop computer, purchased in 2014, has come to the end of its useful life, and considered purchase of laptop to replace it.

RESOLVED

That the quote from KTD to purchase a new laptop for the network was approved.

ii) System Server

Members noted that the system server is no longer supported by software, and considered the quote, from KTD, to replace it with SharePoint, a cloud-based server system. The cost of a new equivalent hard-wired server would be £6,988 plus annual costs £2,217. It was recommended that Council approves SharePoint wireless system costing £2,257 with £810 annual costs.

RESOLVED

That the quote to replace the current server with a SharePoint wireless system costing £2,257 with £810 annual costs was approved.

C23/133

Consultations

10

There were no consultations.

C23/134

Updates from Members

11

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

a. Cllr. Handley – Travel Hub at Grange Station

Cllr. Handley met Morecambe Bay Partnership at their new premises on the station platform. They are setting up a hire system for electric bikes and mobility scooters.

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- b. **Cllr. Thomas – Peninsula Environmental Action Together (PEAT) Meeting**
Cllr. Thomas attended the PEAT meeting where their funding bid to WFC was discussed.
- c. **Cllr. Thomas – Furness Line Community Rail Partnership Meeting**
- There is a new rail timetable.
 - Scaffolding was erected to work on the platform side building but had to be removed before the work was completed because they had not got permission from WFC to put scaffolding on the Prom.
 - The railway station loo is often closed. It has been suggested that the railway put a sign up to tell passengers that the nearest loo is in the Ornamental Gardens.
 - Many complaints have been made, nationally, about the Ringo App for car parking payment.
 - Network Rail are still interested in using the Lido Gallery panels but some are still installed on the Lido.
- d. **Cllr. Thomas - Cumbria Better Connected Meeting**
- A training backlog at TransPennine means there will still be delays.
 - Northern are considering having tickets that work on buses as well as trains.
 - Staff sickness – 30% of all Northern staff, at Barrow and Blackpool, are off sick.
 - Westmorland and Furness Council have £412,000 for improvements to bus services and £1.2 million for 2024-25 transport improvements.
- e. **Cllr. Logan – Christmas Tree Committee**
The event was a great success, despite the snow. Around 100 children attended, and Bay Community Singers and Flookburgh Band took part.
The Committee are hoping for more funding for more strands of lights.
The Committee reported that getting permission for the event this year from WFC was an extremely difficult process. They are concerned that community groups will be put off organising events because of the bureaucracy.

C23/135 Victoria Hall

12

a. **Hire Administration**

- i) Members noted that the Victoria Hall booking form, conditions of hire and fire safety info for hirers have all been updated and published on the Town Council's website.
- ii) Members considered the revised Hall hire fee structure, noting that the cost of hospitality packs has increased from £1.50 to £2.00 (*circulated*).

RESOLVED

That the revised Hall hire fee structure was approved.

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b. Key Holders Policy

- i) Members noted that a new system for key holders has been implemented.
- ii) Members considered approving the Key Holders Policy for inclusion in the Town Councils Policies and Procedures Schedule.

RESOLVED

That the Key Holders Policy was approved for inclusion in the Town Councils Policies and Procedures Schedule.

c. Victoria Hall Christmas Fair

The event took place on Saturday 2 December 2023. Cllr. Thomas reported that it was a great success, raising nearly £600 for the Hall.

d. Vandalism

Members noted that the window of Room 4 was broken on a Saturday night in November, a smashed tequila bottle found beside it. Repair was completed 24 November 2023, costing £480.

C23/136 Rec Ground Safety Signs – Theft

13

Members noted that the safety signs on the new street workout equipment on the Prom, installed in September 2022, were all stolen. The cost of the metal sign was £619.20.

A new sign quote has been requested and stickers with the information have been installed on the equipment.

C23/137 Westmorland and Furness Council Updates

14

Grit Bins

Members noted that anyone can check if the grit bin on their street is owned by WFC by using the postcode search on the map on their website <https://www.westmorlandandfurness.gov.uk/salt-bins>.

If it is, and they find it empty, they can submit this on the highways online reporting form found on the WFC website or call the Highways Hotline on 0300 373 3306. They will raise this, and a team will be out when resource allows.

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C23/138 Peninsula Environmental Action Together (PEAT)

15

Members noted that Grange Town Councillors met representatives from PEAT, on 22 November 2023, to discuss their ideas for grant fundraising for biodiversity projects. Cllrs. Handley, Thomas, A. Walmsley, E. Walmsley, Greenway, and Logan, and the Town Clerk took part.

C23/139 Bailey Lane Level Crossing

16

Members noted an update from Westmorland and Furness Council received 17 November that:

The above crossing is physically closed and legally closed with a traffic regulation order that expires on 6th April 2025. The applicant for the above Order Network Rail has, following the above Council's decision to abandon the Order, informed me that they will be applying directly to the Secretary of State under section 120 of the Highways Act 1980 for the permanent legal closure of this crossing.

With this in mind I do not think it appropriate at this moment in time for the Council to ask Network Rail to reopen the crossing. Evidently, this situation may change if Network Rail fail to apply to the Secretary of State for a permanent closure in the next 6 weeks or if their application is unsuccessful.

C23/140 Commemorative Tree Planting

17

Members noted an update from Cllr. Thomas on the project to plant commemorative trees, for the Coronation of King Charles III and the death of Queen Elizabeth II.

The fruit trees were planted in the Community Orchard and the oak tree in Park Road Gardens is being planted by WFC this year.

RESOLVED

That Cllr. Thomas will source name tags for the new trees in the Community Orchard.

C23/142 Part 2

6

RESOLVED

That the meeting move to Part 2 and members of the public were asked to leave.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C23/141

Staffing Committee

18

Members noted note draft minutes from the meeting of the Staffing Committee held Wednesday 4 December, 7pm, and considered recommendations.

RESOLVED

That the Staffing Committee recommendations from the meeting held 4 December 2023 as follows were approved:

- i) That recommendation to award one NALC pay scale increment to the Finance Administrator from 1 January 2024 was approved.
- ii) That recommendation to award one NALC pay scale increment to the Town Clerk from 1 January 2024 was approved.
- iii) That the draft Annual Leave Policy and Procedure is approved.

C23/142

Next Meeting

19

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

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

There being no further business, the meeting closed at 8pm.

Signed:

Dated:

Chair, Grange-over-Sands Town Council