

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:
Cllr. Peter Endors

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 10 February 2020 commencing at 7.00 pm.

Present: Cllr. P. Endors – **Chair**
Cllr. Greenway, Cllr. Walmsley, Cllr. Hathorn, Cllr. Bailey,
Cllr. Thomas, Cllr. Handley, Cllr. Howson
Mrs. C. Benbow – Town Clerk

In attendance: 10 members of the public

| Minute Ref: | | Agenda No: |
|-------------|-----------------------|------------|
| C19/152 | Apologies for Absence | 1 |

Apologies were received and approved from Cllr. Logan who was absent due to work commitments.

| | | |
|---------|---------------|---|
| C19/153 | Reports | 2 |
| | Police Report | |

PCSO Howard Firth sent his apologies and the following report:

- Fraud 1
- Concern for welfare 2
- Road traffic collisions 2
- Violence against a person 3
- Burglary business 1

TOWN COUNCIL OF GRANGE-OVER-SANDS

Pets/domesticated animals 1

Criminal Damage 1

Theft 2

Anti-Social behaviour 2

Missing persons 1

Road related offences 1

District Council Report

District Councillor Eric Morrell reported:

South Lakeland District Council is agreeing its budget for the next financial year. The Council has undergone a significant staff re-structure to reduce costs. There are no clear proposals but the re-organisation of local government is under consideration.

District Councillor Robin Ashcroft sent his apologies.

County Council Report

County Councillor Bill Wearing reported:

1. **Council Tax** – the County Council Tax demand is increasing by 3.99%. This is 1.99% for general purposes; 2% for adult social care.
2. **Local Government Re-organisation** – there is the need to look at the structure of local government across the whole County. The Northern Powerhouse Minister has been involved in meetings.
3. **Windermere Road Flooding** – there was flooding over the weekend with Storm Ciara and high tides. On 30 January a multi-agency meeting took place. There is progress and further works will be looked at after the March budget. Cllr. Wearing would send further information from the Residents Flood Committee to the Town Council.
4. **Item 15 – County Traffic Updates** – the decision to restrict parking on Cragg Drive was made on grounds of safety.

Cllr. Greenway asked whether the Spar Planning Application would have any effect on the flood mitigation works. Cllr. Wearing responded that the Windermere Road Flood Group were in dialogue about this.

Cllr. Greenway repeated her request for a site visit with the Traffic Officer to Kents Bank to discuss car parking before the Cross Bay Walk season starts.

TOWN COUNCIL OF GRANGE-OVER-SANDS

Mayor's Report

Mayor Cllr. Peter Endors reported that he attended Victor Hindle's funeral. There was well over 200 people in the Church.

C19/154

Public Participation: Public Have Your Say

3

Resident

Made representation to members on behalf of a number of residents regarding the green gap between Kents Bank and Allithwaite, requesting that the Town Council lobby SLDC's Planning Department to ensure that the gap between Kents Bank and Allithwaite is protected.

Council Response

The Chairman responded that this request would be on the March Town Council agenda to consider.

Resident

Made representation to members regarding Item 15, stating that the County Council's response was delayed so in breach of the Freedom of Information Act and opining that the Speed Monitoring Survey was inaccurate and disregarded statutory guidelines. He has made a Freedom of Information request to the County Council for more recent statistics.

He clarified that in terms of parking enforcement, the County Council are responsible for street parking and the District Council are responsible for car parks.

Resident

Made representation to members, speaking as a Director of Light Up Lives CIC and Chair of GAP Wellbeing Team to give an update on the Group's work. They meet monthly and have weekly drop-in sessions, tackling social isolation, mental health and loneliness which are concerns for many residents. GAP have recently funded books for the Library for young people which are specifically aimed to help them with problems such as bullying and self-esteem.

Light Up Lives & GAP are working with a number of organisations to promote health and well-being for all and have a number of sustainability, health and well-being events at the Victoria Hall including Suicide Awareness and a Life and Death Matters Event.

Community Transport is a big problem and the Group wants to know if anyone in the Community has any expertise in this area to help them tackle it.

The Council was thanked for their support in promoting their work.

TOWN COUNCIL OF GRANGE-OVER-SANDS

| | |
|-------------------------|---|
| Resident | Made representation to members on behalf of Grange Climate Action Now (GCAN), asking the Town Council to support in principle the Refill Scheme, where shops, café s and businesses are encouraged to sign up to supply tap water free to reduce single-use plastic. The idea of having a water fountain on the Promenade was introduced; Sea Changes is an organisation which gives grants for fountains. |
| Council Response | The Chairman responded that this request would be on the March Town Council agenda to consider. |

C19/155 Minutes of the Previous Meeting 4

RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 13 January 2020 were accepted as a true record.

C19/156 Declarations of Interests and Dispensations 5

NOTED Cllr. Hathorn declared an interest in Item 7 b, Autumn Cottage Planning Application, as the applicant is a family member.

C19/157 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.

C19/158 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/2020/0010**
Former Candle Factory
Retention of 1 fascia sign and 2 freestanding signs
ADVERTISEMENT

RESOLVED

NO OBJECTION

Grange Town Council makes the following request:

TOWN COUNCIL OF GRANGE-OVER-SANDS

That there is less wording on the sign on the bend of the road at the entrance. The proposed sign has too much written on it; this could be dangerous to drivers. The Town Council requests that the wording is reduced so it just reads the company name and opening hours.

b. SL/2020/0037

Autumn Cottage, The Crescent
Conservatory with access from bedroom and garden
FULL PLANNING

RESOLVED

OBJECTION

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

- i) The application is no improvement on the previous refused application.
- ii) The proposed development is beyond the building line.
- iii) The proposed development looks incongruous and out-of-keeping.
- iv) The proposed development is unneighbourly.

c. SL/2020/0075

28 The Esplanade
Rebuilding stone wall to driveway to widen drive
FULL PLANNING

RESOLVED

NO OBJECTION

Grange Town Council makes the following request:

That a drain is incorporated across the drive surface.

d. SL/2020/0084

Stoneycroft, Rockland Road
Provision of 3 parking spaces
FULL PLANNING

RESOLVED

OBJECTION

Grange Town Council objects on the following grounds:

- i) The landscaping at the front is insufficient.
- ii) There appear to be inconsistencies and inaccuracies in the drainage calculations.

TOWN COUNCIL OF GRANGE-OVER-SANDS

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

- a. SL/2020/0011 Former Candle Factory WITHDRAWN Not Progressed
- b. SL/2019/0629 Autumn Cottage FULL PLANNING Refuse
- c. SL/2019/0907 Endcliffe FULL PLANNING Refuse
- d. SL/2019/0787 Highfield Cottage RESERVED MATTERS Grant with Conditions
- e. SL/2019/0931 Harwood, Kilmidyke Road FULL PLANNING Grant with Conditions
- f. SL/2019/0873 Brown Robin, Lindale Road FULL PLANNING Grant with Conditions
- g. SL/2019/0874 Brown Robin, Lindale Road LISTED BUILDING Grant with Conditions

C19/159 Neighbourhood Plan

8

Members noted a progress report on implementation of the Plan from Cllr. Greenway.

C19/160 SLDC Local Plan

9

Members noted that the District Council is reviewing and updating its Local Plan. GTC was invited to send representatives to a briefing about the replacement plan to discuss the process and engagement with residents.

Members noted an update from Cllrs. Thomas, Handley and Greenway who attended the briefing on 30 January 2020, noting that:

- i) A drop in event for residents will be held on Tuesday 3 March at Victoria Hall from 3 - 7.30pm;
- ii) The housing requirement for Cumbria has been reassessed and the requirement is reducing so some of the currently allocated sites may be withdrawn;
- iii) The County Council is doing a Climate Change Plan for the whole County which will affect housing provision and development.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C19/161 Finance - Monthly Payments

10

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 Howson and Bailey would verify the invoices and payments for the next payment period.

e. Identification of Councillors to complete online authorisation of payments

RESOLVED

That Cllrs Thomas and 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

February 2020

Accounts for Payment

£

Bank Account No. 1 - Direct Debit

| | | |
|---|--|-------|
| 356 Barclaycard - Transaction Fees 01/01-31/01/20 | | 39.45 |
|---|--|-------|

Bank Account No. 1 - Cheque

Total Bank Account No. 1

£ 39.45

Bank Account No. 2 - Direct Debits

| | | |
|--|--------|--------|
| 338 Lloyds Bank Plc - Card Feb 2020 - Monthly fee | 3.00 | |
| 338A UK Safety Store - Replacement fire exit sign | 22.19 | |
| 338B Screwfix - Platform stepladders | 209.98 | 235.17 |
| 345 Corona Energy - Gas V Hall 02/12-01/01/20 | | 710.66 |
| 352 Sage - Support 01/02-29/02/20 | | 72.00 |
| 354 ICO - Annual Data Protection fee - Tier 2 | | 55.00 |
| 357 Plusnet - Tel & Broadband - Rental to 08/03/20 Calls to 07/02/20 | | 66.60 |

Bank Account No. 2 - Direct Bank Payments

| | | |
|--|--------|----------|
| 337 LITE - Christmas Lights 2019 | | 5,452.80 |
| 339 Bodian Photography - Information Centre stock | | 34.00 |
| 340 Grange Now - Full page editorial February 2020 | | 383.04 |
| 341 YPO - Stationery | 47.87 | |
| 342 YPO - Stationery | 107.11 | 154.98 |
| 343 J Davenport - Internal window cleaning | | 31.00 |
| 344 Treble3 - Website hosting & domain name - 2 yrs to 14/01/22 | | 252.00 |
| 346 CALC - Planning course 25/11 for Cllr Bailey & Town Clerk | | 90.00 |
| 349 WB Electrical Services - Backstage electrical work (Recoverable) | | 315.00 |
| 350 Lengthsman - To 31/01/20 | | 319.00 |
| 351 Horton Landscapes - Repairs to fencing on Recreation Ground | | 234.00 |
| 353 Healthmatic - Public Conveniences cleaning 01/02-29/02/20 | | 1,333.34 |
| 355 Westmorland Fire & Security - Repairs to fire alarm system | | 335.67 |
| 358 KTD - Laptop repair | | 136.80 |
| 38TC VHSG - Cinema Night - Downton Abbey ticket reimbursement | | 682.20 |
| 39TC VHSG - Burns and Beyond ticket reimbursement | | 993.60 |

Total Bank Account No. 2

£ 11,886.86

Total Accounts

£ 11,926.31

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Page 2

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

| | |
|---|-------------------|
| Total Salaries | £ 6,128.17 |
| HMRC PAYE & NI - Tax Month 10 | £ 1,524.05 |
| LG Pension Scheme Month 10 - Employer payment | £ 1,961.54 |
| | <u>£ 9,613.76</u> |

Total Bank Account No. 2 £ 21,500.62

Total all payments for approval £ 21,540.07

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

| | | |
|-----|--|-------|
| 347 | XLN - Info Centre calls & line rental 01/02-29/02/20 | 46.85 |
| 348 | Plusnet - Tel & Broadband - Rental to 08/02/20 Calls to 08/01/20 | 66.60 |

Direct Bank Payments

Total Accounts paid in previous month £ 113.45

Grand Total £ 21,653.52

Bank Balances

| | |
|--------------------|------------|
| Bank Account No. 1 | 165,870.81 |
| Bank Account No. 2 | 106,134.46 |

Transfers between bank accounts

Transfer to Petty Cash account to replenish £70 float

| | | |
|-----|---|------|
| 41T | 20/01/20 Transfer from Info Centre Cash to Petty Cash | 2.64 |
| 42T | 27/01/20 Transfer from Info Centre Cash to Petty Cash | 1.38 |

C19/162 Finance and Governance 11

Quarterly Financial Report

Members considered the 9-month Quarterly Financial Report to 31 December 2019.

RESOLVED

That the 9-month Quarterly Financial Report to 31 December 2019 was approved.

TOWN COUNCIL OF GRANGE-OVER-SANDS

| Grange-over-Sands Town Council Budget Monitoring 9 months to 31 December 2019 | Meeting: 10 February 2020 75% | | | Prepared 23 January 2020 | | | |
|--|----------------------------------|----------------------|---------------------|--------------------------|---------------|--------------------|--|
| INCOME | Sage Code | Budget for year £ | Budget to date £ | Actual to date £ | Variance £ | % Spend to date | Comments |
| Precept | 4000 | 169,666 | 127,250 | 127,249 | (0) | 75% | |
| Interest Received | | - | - | - | 0 | 0% | |
| Grant Receipts - Running Costs SLDC | 4100 | 10,000 | 7,500 | 7,500 | (0) | 75% | Orn Gdns toilet grant |
| Grant Receipts - SLDC Council Tax | 4106 | 9,545 | 7,159 | 7,159 | (0) | 75% | |
| Grant Receipts - SLDC Comm Infrastructure Levy | | - | - | - | 0 | 0% | |
| Grant Receipts - Other | | - | - | - | 0 | 0% | |
| Donations Received | 4115 | 1,400 | 1,050 | 830 | (220) | 59% | Band sponsorship |
| Donations for Assets | 4116 | - | - | 500 | 500 | | Allotment donation |
| Rent Receipts | 4120 | 6,941 | 5,206 | 5,454 | 248 | 79% | Victoria Hall and allotments |
| Room Hire Receipts | 4125 | 12,000 | 9,000 | 16,696 | 7,696 | 139% | Hall Support Group increased activity |
| Sale of Goods | 4150 | 6,200 | 4,650 | 4,238 | (412) | 68% | |
| Commission Received | 4170 | 1,200 | 900 | 1,722 | 822 | 143% | Info Centre tickets sales up |
| Toilet Entry Fees | 4500 | 10,900 | 8,175 | 7,444 | (731) | 68% | |
| Fund Raising Income | 4600 | 1,000 | 750 | - | (750) | 0% | |
| Lease Registration Fees | | - | - | - | 0 | 0% | Cedric Walk |
| Donations - Victoria Hall | 4117 | 2,400 | 1,800 | 17,126 | 15,326 | 714% | Victoria Hall Support Group |
| Sundry Receipts | 4010 | - | - | 469 | 469 | | Café water re-charge/Compensation/Court Fee/Interest |
| | | 231,252 | 173,439 | 196,387 | 22,948 | 85% | |

| EXPENDITURE | Sage Code | Budget for year £ | Budget to date £ | Actual to date £ | Variance £ | % Spend to date | |
|------------------------------|--------------|----------------------|---------------------|---------------------|---------------|--------------------|-----------------------|
| Stock for Information Centre | 5000/1 | 4,000 | 3,000 | 2,762 | (238) | 69% | |
| Volunteer's Expenses | 6155 | 30 | 23 | 26 | 3 | 87% | |
| Musicians' Fees | 6200 | 1,400 | 1,050 | 1,300 | 250 | 93% | Full year |
| Mobile Toilets | 6220 | 420 | 315 | 500 | 185 | 119% | Full Summer season |
| Fund Raising Expenses | 6170 | 1,000 | 750 | - | (750) | 0% | |
| Salaries | 7000 | 96,873 | 72,655 | 73,055 | 401 | 75% | |
| Printing and Stationery | 7010 | 1,250 | 938 | 366 | (571) | 29% | |
| Postage | 7012 | 180 | 135 | 36 | (99) | 20% | |
| Water | 7015 | 4,400 | 3,300 | 3,053 | (247) | 69% | |
| Business Rates | 7020 | 8,600 | 6,450 | 6,322 | (128) | 74% | |
| Telephone/Broadband | 7025 | 1,000 | 750 | 850 | 100 | 85% | |
| Insurance | 7030 | 4,500 | 3,375 | 2,512 | (863) | 56% | |
| Subscriptions | 7040 | 615 | 461 | 819 | 358 | 133% | Full CALC & SLCC Subs |

TOWN COUNCIL OF GRANGE-OVER-SANDS

| EXPENDITURE cont... | Sage Code | Budget for year £ | Budget to date £ | Actual to date £ | Variance £ | % Spend to date | |
|---|-----------|-------------------|------------------|------------------|----------------|-----------------|---|
| Information Technology | 7045 | 6,000 | 4,500 | 4,577 | 77 | 76% | Includes Windows 10 upgrade |
| Travelling Expenses | 7050 | 150 | 113 | 226 | 114 | 151% | HR training & SLCC Conference |
| Training Expenses | 7052 | 600 | 450 | 653 | 203 | 109% | Includes SLCC Conference |
| Civic Expenses | 7055 | 400 | 300 | 83 | (217) | 21% | |
| Bank Charges | 7070 | 300 | 225 | 161 | (64) | 54% | |
| Audit Fees | 7075 | 1,300 | 975 | 1,240 | 265 | 95% | Full year internal & external audit fees |
| Accountancy Fees | 7080 | 6,500 | 4,875 | 2,157 | (2,718) | 33% | |
| Gas | 7100 | 3,600 | 2,700 | 2,380 | (320) | 66% | |
| Electricity | 7105 | 3,550 | 2,663 | 2,207 | (455) | 62% | |
| Repairs and Maintenance | 7120 | 3,700 | 2,775 | 4,497 | 1,722 | 122% | Rec Ground/Allotments/Bandstand/Public Domain |
| Hall Regular Maintenance | 7121 | 6,000 | 4,500 | 2,758 | (1,742) | 46% | |
| Hall Maintenance Plan & Emergency Repairs | 7122 | 12,000 | 9,000 | 5,427 | (3,573) | 45% | |
| Professional Fees - Non Financial | 7125 | 1,250 | 938 | 897 | (41) | 72% | |
| Toiletries and Cleaning Materials | 7130 | 450 | 338 | 843 | 505 | 187% | Victoria Hall activity up |
| Rent Payable | 7160 | 751 | 563 | 732 | 168 | 97% | Full annual Allotments & Bandstand |
| Card Handling Charges | 7190 | 300 | 225 | 334 | 109 | 111% | Increased ticket sales |
| Cleaning | 7200 | 15,200 | 11,400 | 10,278 | (1,122) | 68% | Public conveniences |
| Communications | 7255 | 600 | 450 | 47 | (403) | 8% | |
| Lengthsman | 7455 | 6,000 | 4,500 | 4,891 | 391 | 82% | |
| Parish Election Costs | 7600 | 3,300 | 2,475 | - | (2,475) | 0% | |
| PWLB Loan Interest Paid | 8000 | 630 | 473 | 375 | (98) | 60% | Estimated |
| Pensions | 7001 | 18,000 | 13,500 | 11,934 | (1,566) | 66% | |
| Projects | 7605 | 3,800 | 2,850 | 4,495 | 1,645 | 118% | Replace skateboard ramp & install 2 bike racks |
| Donation Expenditure - Victoria Hall | 7110 | 2,000 | 1,500 | 11,654 | 10,154 | 583% | Projector, screen, re-varnish hall floor, laminator |
| Christmas Lights and Electricity | 7106 | 4,600 | 3,450 | - | (3,450) | 0% | Invoice to be entered next qtr £4544.00 |
| | | 225,249 | 168,937 | 164,447 | (4,489) | 73% | |
| Net profit | | 6,003 | 4,502 | 31,940 | | | |

C19/163

Consultations

12

Natural England Coastline Path

Members noted that Natural England propose to establish a continuous path around England's coastline, as set out in the Marine and Coastal Access Act 2009.

Only owners, tenants or occupiers of affected land may make an objection but anyone can make a representation about these proposals. Deadline for representation: 4 March 2020.

Details www.gov.uk/government/collections/england-coast-path-silecroft-to-silverdale

RESOLVED

That Grange Town Council would request that Natural England consider making the path accessible from Kentsford Road to the coastal path for users of wheelchairs and buggies. There are a lot of houses nearby with older people who have mobility problems and it would be good if that stretch could be made accessible.

C19/164

Updates from Members

13

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

- a. **Cllr. Thomas – Councillor Surgery** Saturday 25 January, Grange Library

TOWN COUNCIL OF GRANGE-OVER-SANDS

Cllrs. Thomas, Handley and Howson attended. Topics discussed included the bus service and a problem with moss on Methven Road.

- b. **Cllr. Thomas – Victoria Hall Support Group**
The Group is applying for grants to refurbish the kitchen.
They are looking for new folk to get involved and run events.
- c. **Cllr. Greenway - Ward Boundary Petition**
SLDC are committed to reviewing this and will be meeting the Town Council in early April. They will then consult the local community on any proposal.
- d. **Cllr. Greenway - Neighbourhood Watch Scheme**
Informed the meeting that Allithwaite is running a Neighbourhood Watch Scheme via social media.

C19/165 Bus Service: MP Response

14

At the December Town Council meeting, it was resolved to refer resident correspondence regarding the bus service to Tim Farron MP.

Members noted response from Tim Farron MP received 20 January 2020.

C19/166 Cumbria County Council: Traffic Updates

15

- a. **Traffic Calming Measures**
Members noted update on traffic speed monitoring, road markings and pedestrian crossing sign.
- b. **Traffic Regulation Orders**
Members noted update on proposed Traffic Regulation Orders.

Cllr. Bailey requested that the Police be asked where road traffic accidents took place.

C19/167 Next Meeting

16

Members noted that the next Full Council Meeting would be held on Monday 9 March 2020, 7.00pm Victoria Hall, Main Street, Grange-over-Sands. There being no further business, the meeting closed at 8pm.

Signed:

Dated: Chairman, Grange-over-Sands Town Council