

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, Victoria Hall
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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 2025 commencing at 7.00 pm.

Present: Cllr. R. Handley – **Chair**

Cllr. A. Walmsley, Cllr. T. Thomas, Cllr. E. Walmsley, Cllr. W. Tych,
Cllr. J. Walmsley

Mrs. C. Benbow – Town Clerk

In attendance: Westmorland and Furness Unitary Councillor A. Hull and three members of the public.

Minute Ref:		Agenda No:
C24/158	Apologies for Absence	1

Apologies were received from Cllr. Mason who was absent due to illness.

RESOLVED

That apologies from Cllr. Mason due to illness were approved.

The Chairman announced that Cllr. Claire Logan has resigned from the Council in order to dedicate her time to the Cubs, feeling that this is the best way she can serve the community at this time. The Chairman thanked Cllr. Logan for her service on the Town Council; she will be much missed.

TOWN COUNCIL OF GRANGE – OVER – SANDS

C24/159 Public Participation: Public Have Your Say

2

- Speaker 1** Made representation to members speaking on behalf of Furness Line Action Group (FLAG) regarding access improvements for people with disabilities on the Barrow/Lancaster line. A document was presented to the Town Council and support was requested.
- Council Response** The Chairman responded that the request would be on the agenda for consideration at the next meeting of the Town Council.

C24/160 Reports

3

Westmorland and Furness Council Report

Councillor Andy Hull reported:

- a. **Olive Way** – work to cut back the foliage and establish a grassed area with picnic benches is underway.
- b. **Kents Bank Road** – automatic speed reduction signs and road markings will be implemented in the area to help with traffic calming. Cllr. Hull is also still pressing for a pedestrian crossing at Methven Road.
- c. **Gritting** – Cllr. Hull is working to get Fernhill Road added to the gritting route.
- d. **Cart Lane Flooding** – work to clear the culverts here is delayed as the Duchy of Lancaster has requested evidence of written permission to discharge water into the Bay.
- e. **Waste Collections** – Cllr. Hull reported on some statistics from Cllr. Archibald, that in the last quarter of 2024, 98% of collections were made on time, and the majority that were missed were collected the following day. Most failures were due to snow and ice.
WAF have received a number of queries from residents who have observed that it appears the recycling all gets thrown in the same place when it is collected. Cllr. Hull reassured residents that recycling is all segregated in the lorry.
- f. **Prom and Lido Refurbishment** – snagging resolution is still underway. WAF are still working with the contractors to complete the works.
- g. **Meathop Flooding** - the public consultation for a Marine Management Licence for the Winster rehabilitation project is still open.
- h. **Windermere Road** – this will be closed for two weeks to connect the culvert to the Ornamental Gardens.
- i. **Reporting Problems to WAF** – Cllr. Hull drew everyone’s attention to the Unitary Council’s website where highways or footpath problems can be reported.

Unitary Cllr. Hull left the meeting.

TOWN COUNCIL OF GRANGE-OVER-SANDS

Mayor's Report

Mayor Cllr. Roger Handley reported that he had been involved in the recruitment of the Hall Administrator; there were no civic appointments this month requiring the mayor's attendance.

C24/161 Minutes of the Previous Meeting 4

RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 13 January 2025 were accepted as a true record.

C24/162 Declarations of Interests and Dispensations 5

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

C24/163 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.

C24/164 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. 2025/0037/FPA
Silver Mist 6 Fellside Court GRANGE-OVER-SANDS LA11 6BY
Installation of 10 460 watt PV panels on the front (SE facing) elevation of the property

RESOLVED
NO OBJECTION

- b. 2025/0069/HOU
7 Rowanside GRANGE-OVER-SANDS LA11 7EQ
Installation of balcony to rear of property at first floor level

RESOLVED
NO OBJECTION

TOWN COUNCIL OF GRANGE-OVER-SANDS

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

- a. 2024/2246/FPA 6 PRIORY CRESCENT GRANGE-OVER-SANDS LA11 7BL Refused
- b. 2024/2243/FPA HOLM BANK FERNLEIGH ROAD GRANGE-OVER-SANDS LA11 7HT
Approved with Conditions
- c. 2024/2300/LBC CASTLEHEAD FIELD CENTRE CASTLEHEAD LINDALE GRANGE-OVER-SANDS LA11 6QT Listed Building Consent Approved

3. South Lakeland Local Area Planning Committee alert

Members noted the following was referred to the Planning Committee:

Reference Number: 2024/2152/FPA

Site address: Land at Kirk Hey, Kirkhead Road, Grange –Over-Sands, LA11

The above application is to be reported to the South Lakeland Local Area Planning Committee on Thursday, 13th February 2025.

C24/165 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 complete online authorisation of payments

RESOLVED

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

TOWN COUNCIL OF GRANGE-OVER-SANDS

e. Identification of Councillors to approve next finance period payments

RESOLVED

- i) That Cllrs. Mason and E. Walmsley would verify the invoices and payments for the next payment period.
- ii) That Cllr. Mason would meet the Finance Administrator by appointment to complete verification.
- iii) That Cllr. E. Walmsley would meet the Town Clerk at 6.15pm prior to the next Full Council meeting to complete verification.

TOWN COUNCIL OF GRANGE-OVER-SANDS

GRANGE-OVER-SANDS TOWN COUNCIL

Payments for Approval

February 2025

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

289	Lloyds Bank Plc - Card Jan 2025 - Monthly fee	3.00	
289a	Amazon - External hard drive case	5.69	
289b	Amazon - Portable external hard drive	52.98	
289c	Multipx - 2 x laptop security locks	79.00	
289d	Amazon - Hand towels & toilet rolls	94.58	
289e	Amazon - Mobile whiteboard	82.99	
289f	Amazon - Combo shackle lock	32.49	
289g	Amazon - Add'l combo shackle lock	32.49	
289h	Amazon - Credit shipping charges	(2.50)	
289i	Amazon - Credit shipping charges	(2.50)	
289j	Castors Online - 2 x castors	38.66	416.88
290	Npower - Elec V Hall 01/12-31/12/24		360.65
291	Npower - Elec Church Hill PC 01/12-31/12/24		62.87
292	Npower - Elec Prom PC 01/12-31/12/24		38.91
293	Npower - Elec Xmas Tree lights 01/12-31/12/24 (recoverable)		348.41
294	Corona Energy - Gas V Hall 01/12-01/01/25		1,017.68
295	Sage - Support 01/02-28/02/25		109.20
296	BT - Tel & Broadband 01/02-28/02/25		52.39

Bank Account No. 2 - Direct Bank Payments

297	Sinkfall Recycling - Skip for lengthsman		235.00
298	JT Atkinson - Materials for fire escape signs	25.77	
299	JT Atkinson - Materials for cupboard	46.38	72.15
300	Healthmatic - PC cleaning 01/02-28/02/25		1,645.49
301	A Thould - V Hall external window cleaning		45.00
302	KTD - Laptop Terra 1717R 16GB 500GB (app'd C24/149 (e))	1,404.00	
303	KTD - Photocopying 31/12-31/01/25	51.70	1,455.70
304	Hall Manager expenses - Refreshments & paint stripper		51.79
305	Lengthsman - 01/12-31/01/25		1,068.48
306	Turnstone HR - HR support 01/02-28/02/25		60.00
307	Debbie's Cleaning - V Hall cleaning 01/01-31/01/25		648.00
308	Lancasters - Ear defenders, torch, draught excluder, keys etc		138.15

Total Bank Account No. 2

7,826.75

Total Accounts

7,826.75

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Page 2

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

Total Salaries	7,385.20
HMRC PAYE & NI - Tax Month 10	2,365.73
LG Pension Scheme Month 10 - Employer payment	2,359.89
	12,110.82
Total Bank Account No. 2	19,937.57
Total all payments for approval	19,937.57

Accounts paid in previous month:

Bank Account No. 1

Direct Debits

Cheques

Bank Account No. 2

Direct Debits

284	Waterplus - V Hall 06/12-05/01/25	158.50
285	Waterplus - Orn Gdns PC 07/12-06/01/25	91.16
286	Waterplus - Church Hill PC 07/12-06/01/25	199.98

Direct Bank Payments

287	A Woodcock - Vic Hall roof repairs	650.00
288	A Woodcock - Vic Hall roof repairs	695.00

Total Accounts paid in previous month **1,794.64**

Grand Total **21,732.21**

Bank Balances

Bank Account No. 1 As at 31/01/25	206,974.02
Bank Account No. 2 As at 31/01/25	162,637.93

Signed (Chairman)

Dated.....

C24/166

Finance and Governance

9

a. **Casual Vacancy**

Members noted that informal meetings with candidates were scheduled for Wednesday 29 January and that these did not take place as the candidate withdrew their application.

The casual vacancy remains open for applications.

TOWN COUNCIL OF GRANGE – OVER – SANDS

Members noted the Council now has another Casual Vacancy due to the resignation of Claire Logan.

b. Quarterly Financial Report

Members considered the 9-month Quarterly Financial Report to 31 December 2024.

RESOLVED

That the 9-month Quarterly Financial Report to 31 December 2024 was approved.

c. Victoria Hall Support Group (VHSG) Donation Report

Members noted that for the quarter to 31 December 2024, there have been the following purchases using the donations from VHSG:

- Display rails for Room 4 - £171.90
- Wall clock for Room 4 - £25.68
- Timber for new projector stand - £27.50
- Lincat water boiler - £419.99

The remaining donation balance is £7,213.31. This is held in reserve.

d. IT Equipment

Members noted that Windows 10 support ends in October this year. This means if a device can be upgraded to Windows 11 it needs to be, and if not, it needs to be replaced.

The two office desktops (purchased March 2013 and August 2014) and the Hall laptop (purchased January 2019) will not upgrade to Windows 11.

Members considered the quote received from KTD Ltd, who supply the IT contract, to renew the equipment.

RESOLVED

That the quote from KTD Ltd for £3,270 to renew, install and configure IT equipment, to include two office desktops and a laptop, was approved.

e. Budget Publicity in 'Grange Now'

Members noted that an article will be in 'Grange Now' about the budget, cost to be confirmed.

TOWN COUNCIL OF GRANGE-OVER-SANDS

Grange-over-Sands Town Council		Meeting: 10 Feb 2025			Prepared: Jan 2025		
Budget Monitoring 9 months to 31 Dec 2024		Budget	75% Budget	Actual	% Spend		
INCOME	Sage Code	for year £	to date £	to date £	Variance £	to date %	Comments
Precept	4000	227,264	170,448	170,448	(0)	75%	
Sundry Receipts	4010	-	-	-	0		
Interest Received	4015	-	-	-	0		
Grant Receipts - Running Costs WFC	4100	-	-	-	0		
Grant Receipts - General	4105	-	-	-	0		
Grant Receipts - WFC Council Tax	4106	7,850	5,887	5,887	(0)	75%	
Grant Receipts - WFC Comm Infrastructure Levy	4107	-	-	9,522	9,522		Total CIL grant received £12,696.49
Donations Received	4115	1,200	900	1,300	400	108%	13 x £100 donations for Bandstand concerts
Donations for Assets	4116	-	-	-	0		
Donations - Victoria Hall	4117	-	-	10,354	10,354		Includes £10,000 VHSG lump sum donation
Tenanted Room Rent Receipts	4120	5,800	4,350	5,564	1,214	96%	All Vic Hall rooms tenanted
Allotment Rent Receipts	4121	1,432	1,074	1,535	461	107%	Charge is for whole year
Room Hire Receipts	4125	18,500	13,875	15,585	1,710	84%	
Hospitality Recharged	4126	-	-	30	30		
Front of House Recharged	4127	2,000	1,500	2,416	916	121%	
Bay Villa Trust Admin Fee	4162	450	338	-	(338)	0%	See 4th quarter
Commission Received	4170	-	-	34	34		Ticketsource referral income
Lease Registration Fees	4175	-	-	-	0		Cedric Walk
Toilet Entry Fees	4500	8,650	6,488	8,768	2,281	101%	Entry price increased to 40p
Fund Raising Income	4600	-	-	785	785		Christmas Fair
		273,146	204,860	232,229	27,370	85%	

EXPENDITURE	Sage Code	Budget for year £	Budget to date £	Actual to date £	Variance £	% Spend to date	Comments
Fund Raising Expenditure	6170	200	150	78	(72)	39%	Christmas Fair
Musicians' Fees	6200	1,200	900	1,300	400	108%	For Bandstand Summer concerts
Bandstand Front of House costs	6201	-	-	530	530		Chair set up/take down
Mobile Toilets	6220	760	570	710	140	93%	For Bandstand Summer concerts
Staff Salaries	7000	112,000	84,000	85,980	1,980	77%	
Front of House Salaries	7000	8,000	6,000	5,318	(682)	66%	
Pensions	7001	22,000	16,500	17,115	615	78%	
Printing and Stationery	7010	600	450	503	53	84%	
Postage	7012	50	38	48	11	97%	

TOWN COUNCIL OF GRANGE-OVER-SANDS

EXPENDITURE cont...	Sage Code	Budget	Budget	Actual to date £	Variance £	% Spend to date
		for year £	to date £			
Water	7015	5,530	4,148	2,830	(1,318)	51%
Business Rates	7020	8,600	6,450	6,926	476	81%
Telephone/Broadband	7025	650	488	393	(95)	60%
Insurance	7030	6,094	4,571	4,740	170	78%
Subscriptions	7040	955	716	1,288	572	135% Annual CALC, NALC, SLCC, Cumbria Tourism & Allotments
Information Technology	7046	8,000	6,000	3,910	(2,090)	49% Incls. annual IT support 2024/25
Website	7047	450	338	383	46	85%
Travelling Expenses	7050	100	75	-	(75)	0%
Training Expenses	7052	1,300	975	630	(345)	48% Incls. Fire Warden, Nat. Conference, Water Compliance
Civic Expenses	7055	400	300	49	(251)	12%
Hospitality	7065	150	113	21	(92)	14% Refreshments (see also code 4126 Hospitality Recharged)
Bank Charges	7070	220	165	166	1	75%
Audit Fees	7075	1,100	825	1,070	245	97% Incls. 2 x Internal and External audit fee to 31/03/24
Accountancy Fees	7080	2,800	2,100	2,438	338	87% Accountancy £1,390 Y/e 31/03/24 & 9 months Payroll
Gas	7100	18,000	13,500	3,195	(10,305)	18% 8 months only & reduction in unit cost
Electricity	7105	7,090	5,318	2,925	(2,393)	41% 8 months only & reduction in unit cost
Christmas Lights	7106	4,800	3,600	3,326	(274)	69% See 4th quarter for final charge for 2024
Donation Expenditure - Victoria Hall	7110	-	-	2,866	2,866	Chamber projector/materials for projector stand. Room 4 tables/blinds/clock/rails/Kitchen water boiler
Hall Maintenance, Repairs and Renewals	7119	13,000	9,750	7,070	(2,680)	54% Incls. Washer dryer £375 & LOLER inspection £1,365
Repairs and Maint. (Toilets, Rec Ground, Bandstand, Allotments & Public Domain)	7120	8,100	6,075	11,113	5,038	137% Grange Fell Allotment fencing £7,554. 5 antennas Prom & Orn Gdns PCs £1,699. Card reader Orn Gdns DDA £575
Professional Fees - Non Financial	7125	1,000	750	645	(105)	65% HR support
Toiletries and Cleaning Materials	7130	800	600	307	(293)	38%
Rent Payable	7160	753	565	747	182	99% Rent bandstand, Grange Fell & Yewbarrow allotments
Card Handling Charges (Toilets only)	7190	1,380	1,035	770	(265)	56% Nayax card readers & service fee
Cleaning	7200	15,000	11,250	12,220	970	81% Toilets
Communications	7255	500	375	609	234	122% Advertisement for Councillor & Hall Administrator
Lengthsman	7455	7,700	5,775	6,336	561	82%
Parish Election Costs	7600	-	-	-	0	
		259,282	194,462	188,553	(5,908)	73%
Net profit (Loss)		13,864	10,398	43,676		

Balance Sheet Summary as at 31/12/24

Total Assets Less Total Liabilities **327,211**

C24/167

Consultations

10

There were no consultations.

C24/168

Updates from Members

11

There were no updates from Councillors on works in progress and meetings.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C24/169 Victoria Hall 12

There was no update.

C24/170 Westmorland and Furness Council Updates 13

There was no update.

C24/171 Correspondence from Police 14

Members noted correspondence from Cumbria Constabulary, via CALC, about their Neighbourhood Policing Pledge, requesting two council representatives to take part in meetings.

RESOLVED

That a response is sent to include:

- i. A clarification of the structure of town and parish councils and that all town and parish councillors are unpaid volunteers, who give their time freely for the good of the community.
- ii. The suggestion that to engage effectively with the community, the Police set dates for their virtual meetings, and the Town Council will endeavour to provide volunteers to attend.

C24/172 Rail Accident Investigation Branch Report 15

Members noted the Rail Accident Investigation Branch (RAIB) report into the derailment of a passenger train at Grange on 22 March 2024.

These can also be read at:

<https://www.gov.uk/government/news/report-022025-derailment-of-a-passenger-train-at-grange-over-sands>

TOWN COUNCIL OF GRANGE-OVER-SANDS

C24/173 Training

16

Members noted that Cllr. Tych was scheduled to take part in the CALC 'Councillor Module 2' online course on 6 February, and Cllr. Mason took part in the online 'Tree Management' course on 21 January.

Cllr. Tych reported that his course had been postponed to the following week.

Cllr. Mason was absent but sent a report to the meeting that the Tree Management course was very informative and that she was attending a course on common ground on Tuesday 11 February.

C24/174 Staffing

17

Members noted an update on the recruitment for a Hall Administrator. Interviews took place on Monday 3 and Tuesday 4 February 2025 and the job has been offered and accepted. The new Hall Administrator will be starting in May.

C24/175 Next Meeting

18

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

Monday 10 March 2025, 7.00pm Victoria Hall, Main Street, Grange-over-Sands.

There being no further business, the meeting closed at 7.30 pm.

Signed:

Dated:

Chair, Grange-over-Sands Town Council