

# TOWN COUNCIL OF GRANGE-OVER-SANDS

**Chairman/Mayor:**

Cllr. Peter Endsor

**Vice-Chairman/Deputy Mayor:**

Cllr. Ann Walmsley

**Town Clerk:**

Mrs. C. Benbow



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

## Minutes of the Meeting of the Town Council held remotely on Monday 8 June 2020 commencing at 2.00 pm.

**Present:**

Cllr. P. Endsor – **Chair**

Cllr. Greenway, Cllr. Hathorn, Cllr. Bailey,

Cllr. Thomas, Cllr. Logan, Cllr. Handley, Cllr. Howson

Mrs. C. Benbow – Town Clerk

**In attendance:**

4 members of the public

**Minute  
Ref:**

**Agenda No:**

**C20/12 Apologies for Absence**

**1**

Apologies were received and approved from Cllr. Walmsley who was absent as she was with her daughter in hospital.

**C20/13 Reports**

**2**

**Police Report**

PCSO Howard Firth sent his apologies and the following written report:

# TOWN COUNCIL OF GRANGE-OVER-SANDS

CONCERN FOR WELFARE 7

FIRE 1

ALARM SOUNDING 2

ASB 2

SUDDEN DEATHS 1

DOMESTICS 2

DRUGS 3

SUSPICIOUS INCIDENTS 1

HIGHWAY DISRUPTION1

PUBLIC ORDER 1

BURGLARY RESIDENTIAL 1

CRIMINAL DAMAGE 2

MISSING PERSONS 1

## **District Council Report**

District Councillors Eric Morrell and Robin Ashcroft sent apologies.

## **County Council Report**

County Councillor Bill Wearing has shared information from the County Council throughout the pandemic.

He warned residents to be aware of a number of scams.

Regarding Agenda Items 15 (Traffic Calming) and 16 (Social Distancing) Cllr. Wearing said he had passed on the details to the relevant officers at the County Council.

## **Mayor's Report**

As all Civic activities were cancelled due to the pandemic there was no Mayor's report.

**Resident** Made representation to members regarding Item 15, traffic calming measures, specifically the introduction of 20mph speed limits in the town centre. Concern was expressed that despite County Council traffic surveys showing speeding taking place, nothing has been proposed. The pandemic lockdown resulted in massive changes to traffic levels and many places across the world are now curtailing traffic. The Town Council was asked to back the proposal to introduce a 20mph speed limit and request that County Councillor Bill Wearing takes this up with the County Highways Department.

**Resident** Made representation to members regarding repairs to the road outside Yewbarrow Lodge, that these have been completed by the County Council Highways Department, having first been reported in 2017.

**Resident** Made representation, as a Director of Light Up Lives, to give an update on what the Council's support for Light Up Lives and Grange and Peninsula Well-being Hub (GAP) has helped to achieve in the community during the pandemic:

- Set up a Helpline and published the number in *Grange Now*, knowing how important it was to reach those not online.
- Worked with Grange Mutual Aid Facebook Group.
- Worked with pharmacies and surgeries to ensure that those most at risk got their prescriptions delivered, reducing footfall at pharmacies to protect both staff and their customers.
- Quickly put together a team of volunteers who have touched many lives.
- Reached many vulnerable people who otherwise may not have been helped and improving their quality of life.
- Worked with AGE UK to share information and provided a shopping service with secure payment system.
- Taken referrals from the County Council helpline.
- Worked with the Community Lunch Food Share to provide urgent supplies when necessary.
- Teamed up with Grange Bakery to provide bread deliveries.

The positive impact this team of volunteers has made is remarkable and they are now looking to the future and to how we all can grow this to improve resilience in the community.

They have been asked to keep the Helpline going.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

What has become very apparent is that there are elderly residents who are isolated and lonely. Some of them were slipping through the net with the current services even before the pandemic.

Light Up Lives and GAP are already in conversation with groups and organisations and are very much open to extending them so that we can all build on the work that has been done to date.

The Town Council were asked to support their *Thank Your Volunteer* month; they hope to hold a community Volunteer event here in the Victoria Hall, at the heart of the community, where the Group is based.

The Town Council were thanked for their continued support.

### Council Response

The Chairman thanked the Group and all the volunteers for all their hard work during the crisis, saying that they had made a huge difference in the Community.

<b>C20/15</b>	<b>Minutes of the Previous Meeting</b>	<b>4</b>
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<b>RESOLVED</b>	That the Minutes of the Meeting of the Town Council held on Monday 11 May 2020 were accepted as a true record and that physical signing by the Chairman would take place in due course.
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<b>C20/16</b>	<b>Declarations of Interests and Dispensations</b>	<b>5</b>
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<b>NOTED</b>	There were no requests received for dispensations or declarations of interest.
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<b>C20/17</b>	<b>Public Bodies (Admission to Meetings) Act 1960 – Excluded Item</b>	<b>6</b>
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<b>RESOLVED</b>	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.
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<b>C20/18</b>	<b>Planning Report</b>	<b>7</b>
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- 1. Members considered the following full or outline planning permission/reserved matters/discharge of conditions/listed building/change of use/advertising consent or appeal:**

## TOWN COUNCIL OF GRANGE-OVER-SANDS

**a. SL/2020/0312 Barclays Bank, Main Street**

Change of use from Bank (Use Class A2 - Financial & professional services) to single dwelling (Use Class C3 - Dwelling houses)

LISTED BUILDING

**RESOLVED**

Grange Town Council OBJECTS to this application. This is because the property is in the retail area of the town and the proposal contravenes the SLDC Local Plan which supports retail development.

Grange Town Council also wishes to comment that the application lacks detail and clarity.

**b. SL/2020/0339 Hillgarth, 44 Highfield Road**

Retention of single storey rear extension

RETROSPECTIVE

FULL PLANNING

**RESOLVED**

NO OBJECTION

**c. SL/2020/0341 Victoria Mount, Church Hill**

Demolition of car port, creation of balcony and addition of hard surfacing with associated engineering operations

FULL PLANNING

RESOLVED

**OBJECTION**

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

Further information is needed to make an informed decision. Details of the proposed works are required as there are particular concerns about how these may affect the party wall with the Victoria Hall.

# 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/2020/0168** 17 The Old Nurseries FULL PLANNING Grant with Conditions

**3. Notice of Appeal – Members to note that an appeal has been made to the Secretary of State (Planning Inspectorate) in relation to the following item:**

**SL/2019/0536**

An appeal has been made to the Secretary of State (Planning Inspectorate) against the decision of South Lakeland District Council to refuse to grant planning permission at Springfield, Methven Road, GRANGE-OVER-SANDS, LA11 7DU.

## **RESOLVED**

That Grange Town Council responded in support of the judgement of South Lakeland District Council in that the proposed development would be out of character and would over-develop the site.

**C20/19 Finance - Monthly Payments**

**8**

a. **Verification of Expenditure**

## **NOTED**

*(Usual wording)* 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.

To note that the above has been completed by the Responsible Financial Officer (Town Clerk) under delegated powers.

b. **Verification of Accounts Reconciliation**

## **NOTED**

*(Usual wording)* That prior to the meeting two Councillors verified that the monthly bank reconciliation had taken place.

To note that the above has been completed by the Responsible Financial Officer (Town Clerk) under delegated powers.

## 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** *(Usual wording)* That Cllrs and would verify the invoices and payments for the next payment period.

This would not take place due to the pandemic.

### e. Identification of Councillors to complete online authorisation of payments

**RESOLVED** That Cllrs Bailey and Hathorn 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

June 2020

#### 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

21 Lloyds Bank Plc - Card May 2020 - Monthly fee		3.00
22 SLDC - 2/10 Non Dom Rates V Hall		574.00
23 SLDC - 2/10 Non Dom Rates Rooms 1 & 3 / Council office		154.00
24 SLDC - 2/10 Non Dom Rates Room 4		87.00
25 SLDC - 2/10 Non Dom Rates Information Centre		61.00
26 Sage - Support 01/06-30/06/20		72.00
46 Corona Energy - Gas V Hall 02/04-01/05/20		107.89

#### Bank Account No. 2 - Direct Bank Payments

27 Lancasters - Secateurs, mop, paint & brushes		43.00
28 WB Electrical Services - V Hall EIC Report & remedial works	720.00	
29 WB Electrical Services - Bandstand/Store EIC Report & remedial works	136.00	
30 WB Electrical Services - Promenade PC's EIC Report	150.00	
31 WB Electrical Services - Ornamental Gardens PC's EIC Report	240.00	
32 WB Electrical Services - Church Hill PC's EIC Report	210.00	
33 WB Electrical Services - V Hall repairs to 2 faulty lights	51.50	1,507.50
34 CALC - Local Council Review 2020/21 Subscription		17.00
35 D Birch & Son - V Hall exterior decoration	1,932.00	
36 D Birch & Son - V Hall exterior decoration	75.00	2,007.00
37 Bracken's - Roofing & building work (approved C19/150)		11,961.60
38 Lamont Pridmore - Professional services to 31/03/20		1,290.00
39 YPO - Stationery	44.58	
40 YPO - Cleaning materials	63.07	107.65
41 Healthmatic - Public Conveniences cleaning 01/06-30/06/20		1,333.34
42 SLDC - Rental Grange Fell allotments 01/07/20-30/06/21		477.00
43 SLCC Enterprises Ltd - Webinar		36.00
44 SLCC - Membership Fees to 30/06/21 (approved C20/09 (d)(i))		254.00
45 Lengthsman - To 31/05/20		454.67
47 SLDC - Parish Election Costs 2019/20		1,548.28

**Total Bank Account No. 2**

**£ 22,095.93**

**Total Accounts**

**£ 22,095.93**



# TOWN COUNCIL OF GRANGE-OVER-SANDS

Page 2

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

<b>Total Salaries</b>	<b>£ 6,255.83</b>
HMRC PAYE & NI - Tax Month 2	£ 1,441.17
LG Pension Scheme Month 2 - Employer payment	£ 2,118.57
	<b>£ 9,815.57</b>

**Total Bank Account No. 2** **£ 31,911.50**

**Total all payments for approval** **£ 31,911.50**

## 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

18 Barclaycard - Transaction Fees 01/04-30/04/20 17.76

#### Cheques

### Bank Account No. 2

#### Direct Debits

19 Plusnet - Tel & Broadband - Rental to 08/06/20 Calls to 09/05/20 67.00

20 XLN - Info Centre calls & line rental 01/06-30/06/20 46.85

## Direct Bank Payments

**Total Accounts paid in previous month** **£ 131.61**

**Grand Total** **£ 32,043.11**

## Bank Balances

Bank Account No. 1 As at 31/05/20 176,706.70

Bank Account No. 2 As at 31/05/20 151,586.90

## Transfers between bank accounts

### Transfer to Petty Cash account to replenish £70 float

C20/20 Finance and Governance – Internal Audit

9

The Internal Audit took place on 5 May 2020.

Councillors noted the Internal Audit Report dated 5 May 2020 and that the Town Council was fully compliant with the Account and Audit Regulations.

Cllr. Thomas thanked the staff for all their hard work in preparing the accounts for Audit.

## TOWN COUNCIL OF GRANGE – OVER – SANDS

C20/21

Finance and Governance – Annual Governance and Accountability Return

10

- a. Members considered the Annual Governance Statement in the Annual Return for the year ended 31 March 2020.

### RESOLVED

That the Annual Governance Statement in the Annual Return for the year ended 31 March 2020 was approved.

- b. Members considered the Accounting Statements in the Annual Return for the year ended 31 March 2020.

### RESOLVED

That the Accounting Statements in the Annual Return for the year ended 31 March 2020 was approved.

- c. To authorise the Chairman and Town Clerk (Responsible Financial Officer) to sign the statements.

### RESOLVED

That the Chairman and Town Clerk (Responsible Financial Officer) were authorised to sign the Annual Governance Statement and the Statement of Accounts in the Annual Return for the year ended 31 March 2020. Physical signing would take place in due course.

- d. To authorise the submission of the Annual Return for the year ended 31 March 2020 for external audit following the prescribed period for public examination from 15 June 2020 to 24 July 2020.

### RESOLVED

That the submission of the Annual Return for the year ended 31 March 2020 for external audit following the prescribed period for public examination from 15 June 2020 to 24 July 2020 was authorised.

C20/22

Consultations

11

### SLDC Local Plan Review

The District Council is undertaking a review of the Local Plan to ensure that planning policies continue to meet the development needs of the area.

To consider a response to their early engagement. The purpose of this is to:

- Inform people about the review process and encourage them to get involved.
- Start discussions around which parts of our Local Plan need reviewing or updating.

## TOWN COUNCIL OF GRANGE – OVER – SANDS

- Generate conversations and share views on the planning issues facing us as they plan for future development in the district up to 2040.

For information visit: <https://www.southlakeland.gov.uk/planning-and-building/south-lakeland-local-plan/local-plan-review/>

The deadline for responses is 17 July 2020.

Cllr. Greenway proposed that:

All Councillors read the questionnaire questions on the SLDC website, send her notes by mid-June and she will prepare and circulate a draft response for consideration at the July meeting.

### RESOLVED

That Councillors would meet remotely to discuss their response on Monday 22 June, 7pm, at a zoom meeting to be organised by Cllr. Bailey.

C20/23

Updates from Members

12

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

#### a. Cllr. Endsor – SLDC Briefing 27 May

The Clerk and I attended this briefing about the re-opening of town centres.

The District and County Councils are working together to look at traffic and pedestrian management to allow social distancing. SLDC have employed a dedicated project manager. They will be consulting with GTC on how this will work in Grange. Car Park charges will be back in place on 15 June. SLDC has been given £92k from central government to help with opening up the economy after lockdown. Town and Parish Councils were advised to contact SLDC directly with specific requests. We have since written to SLDC requesting help with funds towards the conversion of public conveniences to contactless.

#### b. Cllr. Handley – Victoria Hall Support Group Chairman

Since the Hall closed, VHSG have not been able to hold events, in consequence the only income received has been in the form of donations.

Claire and Sheila spent long hours earlier in the year formulating bids to funding bodies with a view to raising funds for the new kitchen. The virus has changed the funding landscape.

The National Lottery have informed us that they will only be considering bids for projects related to Covid. Two of the other bodies have been starved of income in the first quarter and have put off their decisions until July instead of April.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

Before lockdown, we had already received £1,100 from residents towards the kitchen and SLDC Councillors had donated £1,300 from their Locality budgets.

We have received a bequest from a will for £100.

We have written a piece for Grange Now, which will appear in the June edition, setting out the situation and asking for public donations. An edited version is also to be posted on Facebook.

I circulated an edited version to the VHSG Members e-mail list – about 150 addresses – last weekend and by Tuesday we had received £500 and a request for details so that a bequest could be written into one person's will.

Thus, the total collected so far from residents comes to £3,000.

**C20/24**

**Public Conveniences**

**13**

Members considered formally approving installation of contactless payment at all public lavatories.

They noted that:

The public loos need to be re-opened as lockdown restrictions are now being eased. For public health, it is vital that this is done safely. Contactless payment reduces transmission risk. In November 2019, Council resolved to trial one cubicle contactless at the Ornamental Gardens. In light of Covid 19, this is being extended to all the public loos in Grange. This is in line with public lavatory providers locally and nationally, put in place to protect the public and staff.

The costs are £650 (ex VAT) per unit (£4,550 for all 7 units). The payment service costs £10 each per month (£70) and the provider takes 2.95% of each payment. A rebate of around £1,400 from Healthmatic for charges during the closed period will offset part of the cost.

The argument against is whether some people do not use contactless. Arguments for are in the report which Council received in November and include recurring vandalism, damage and theft.

Since the pandemic, argument for conversion now also:

- Eliminates transmission risk by cash handling.
- Reduce risk by speeding up use of the facilities.
- Reduce risk for cleaners by reducing amount of time spent emptying coins.

Councillors all discussed the matter by email and as part of a trial remote meeting. Converting all the loos to contactless payment only was agreed unanimously.

Cllr. Thomas proposed and Cllr. Endsor seconded that the fee be increased to 30p in line with other local authorities and to cover costs.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

Councillors voted unanimously to accept this proposal.

### RESOLVED

That all public conveniences were converted to contactless payment only, costing £650 per unit for 7 units and the charge for use would be increased to 30p.

**C20/25**

**Recreation Ground**

**14**

Councillors noted the proposal from Horton Leisure to extend the putting golf to incorporate the bowling green has been accepted. On Monday 16 March, Councillors met Mike Gudgeon, of Horton Leisure, to discuss the proposal. All Councillors were present with the exception of Cllr. Greenway who was on medical leave. As it was clear that, due to the pandemic, normal council meetings would not be going ahead for some time, Councillors agreed that this proposal was accepted.

The Chairman informed the meeting that he had that morning received a hand-delivered letter opining that the maintenance and management of the site was poor and suggesting that the lease with SLDC be checked to see if the bowling green would have to be reinstated in the event of the lease coming to an end.

### RESOLVED

Councillors voted unanimously that the proposal from Horton Leisure to extend the putting golf to incorporate the bowling green was formally accepted.

**C20/26**

**Resident Correspondence – Traffic Calming**

**15**

- a. Councillors considered correspondence received 19 May from resident about traffic calming.
- b. Councillors noted that this had been forwarded to the County Councillor with a request that this matter was revisited by the County Council.

### RESOLVED

That the County Council was requested to revisit this matter and consider traffic-calming measures to make the town safer for pedestrians and cyclists. Specifically, a smiley face speed control monitor was requested.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

**C20/27**

**Resident Correspondence – Social Distancing**

**16**

- a. Members considered correspondence received 21 May from resident about social distancing.
- b. Members noted that this had been forwarded to the County Councillor as it was a question for the County Council Highways Department.

### **RESOLVED**

That the following response was made: that the correspondence has been forwarded to the County Council which is looking at a number of measures to encourage social distancing.

**C20/28**

**Training**

**17**

Members noted that the Town Clerk took part in Society of Local Council Clerks (SLCC) training: Managing Your Council's Social Media Presence Through the Coronavirus Crisis webinar on Friday 29th May from 12:30 – 13:30, costing £30.

### **RESOLVED**

That that the Town Clerk taking part in Society of Local Council Clerks (SLCC) training: Managing Your Council's Social Media Presence Through the Coronavirus Crisis webinar on Friday 29th May from 12:30 – 13:30, costing £30 was formally approved.

**C20/29**

**Next Meeting**

**18**

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

Monday 13 July 2020, 2.00pm.

There being no further business, the meeting closed at 3.30 pm.

**Signed:**

**Dated:**

**Chair, Grange-over-Sands Town Council**