

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
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

**DRAFT Minutes of the Meeting of the Town Council held in the Victoria Hall,
on Monday 13 November 2023 commencing at 7.00 pm.**

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

In attendance: 4 Members of the Public.

Minute Ref:	Agenda No:
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C23/107	Apologies for Absence	1
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Apologies were received from Cllr. Logan who was absent due to other commitments.

RESOLVED

That apologies from Cllr. Logan due to other commitments were approved.

C23/108	Public Participation: Public Have Your Say	2
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There was no representation made.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C23/109 **Reports** **3**

Westmorland and Furness Council Report

Unitary Councillors Jenny Boak and Peter Endsor sent their apologies.

Mayor's Report

Mayor Cllr. Roger Handley reported that he attended the Remembrance Services and Act of Remembrance over the weekend.

C23/110 **Minutes of the Previous Meeting** **4**

RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 9 October 2023 were accepted as a true record.

C23/111 **Declarations of Interests and Dispensations** **5**

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

C23/112 **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.

C23/113 **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/2023/0734 9 Culag, The Esplanade
Discharge of conditions 3 (Materials) & 4 (Soft Landscaping) attached to planning permission SL/2023/0445
Discharge Conditions

RESOLVED
NO OBJECTION

TOWN COUNCIL OF GRANGE-OVER-SANDS

The Town Council makes the following comment:

The application states that natural stone paving will be used.

Council requests that this is installed with gaps so that the surface is permeable to prevent flooding.

- b. SL/2023/0739 Fairlie, 11 Fernhill Road
Extension & alterations, extension of terrace and new summer house
Full Planning
Extension to comment deadline requested

RESOLVED

NO OBJECTION

Grange Town Council does not object but makes the following comments:

1. Biodiversity – compensation is requested for the removal of any trees.
2. Conservation Officer Report – the Town Council supports this, in particular the comments regarding re-designing the Garden Room to be in keeping with the surroundings.

- c. SL/2023/0743 Grange-Over-Sands Lido The Promenade
Application for a non-material amendment following grant of planning permission SL/2019/0803 (Essential fabric and infrastructure restoration of the Grade II listed Lido building and surrounding landscaping including new boundary treatments. Works include reversible landscaping within the Lido Pool).
Non-Material Amendment

RESOLVED

NO OBJECTION

- d. SL/2023/0784 Grange-Over-Sands Lido, The Promenade
Following Listed Building consents SL/2019/0804 & SL/2023/0288 minor changes in line with non-material amendments application SL/2023/0743 to include reduced height of boundary wall, facing brick, window & external finishes specification changes, window detailing change & reintroduction of new windows into the north & south buildings.
Non-Material Amendment

RESOLVED

NO OBJECTION

The Town Council supports the introduction of Crittle-style windows in the development.

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/2023/SL/2023/0498 Kilmidyke Cottage, Kilmidyke Drive Full Planning Grant with Conditions

3. Delegated Authority - Members to note that the following items were responded to under delegated authority as the consultation deadline fell between meetings:

- a. SL/2023/0498 Kilmidyke
Response to additional drawings to help with determination of application:
Response Submitted: NO OBJECTION

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

- a. Application reference Number: SL/2023/0288
Site address: Grange Lido, The Promenade, GRANGE-OVER-SANDS, LA11 6DP

C23/114 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.

TOWN COUNCIL OF GRANGE-OVER-SANDS

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

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

DRAFT

TOWN COUNCIL OF GRANGE-OVER-SANDS

GRANGE-OVER-SANDS TOWN COUNCIL

Payments for Approval

November 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

181	Lloyds Bank Plc - Card Oct 2023 - Monthly fee	3.00	
181a	Gear4music Ltd - Folding Conductor music stand	34.93	
181b	Amazon - Diaries & Correction tape	26.73	
181c	Voipon - 2 x Telephone handsets	122.35	
181d	Screwfix - Vic Hall repairs	7.99	
181e	Amazon - Logitech M185 wireless mouse	14.98	
181f	Amazon - Logitech M220 wireless mouse	22.31	
		<u>232.29</u>	232.29
182	WFC - 8/10 Non Dom Rates V Hall		603.00
183	WFC - 8/10 Non Dom Rates Rooms 1 & 3 / Council office		162.00
184	WFC - 8/10 Non Dom Rates Room 4		92.00
185	Npower - Elec V Hall 01/09-30/09/23		326.40
186	Npower - Elec Church Hill PC 01/09-30/09/23		58.87
187	Npower - Elec Prom PC 01/09-30/09/23		48.86
188	Npower - Elec Xmas Tree lights 01/09-30/09/23 (recoverable)		11.74
189	Corona Energy - Gas V Hall 01/07-01/08/23		163.59
190	Corona Energy - Gas V Hall 01/08-01/09/23		120.52
191	Corona Energy - Gas V Hall 01/09-01/10/23		239.52
192	Sage - Support 01/11-30/11/23		92.40
193	Waterplus - V Hall 28/09-28/10/23		133.18
194	BT - Tel & Broadband - Rental to 30/11/23 Calls to 02/11/23		48.88
195	ICO - Data protection renewal 17/11/23-16/11/24		35.00

Bank Account No. 2 - Direct Bank Payments

196	Lancasters - Keys & weedkiller		21.85
197	YPO - Diaries, desk calendar & paper		31.36
198	Lamont Pridmore - Payroll services July - Sept 2023		374.40
199	Sinkfall Recycling - Skip for lengthsman		212.00
200	Healthmatic - PC cleaning 01/11-30/11/23		1,500.00
201	Lengthsman - To 31/10/23		638.00
202	KTD - Photocopying 30/09/23-31/10/23	18.97	
203	KTD - Hardware upgrade to m/c 16208 (approved C23/76)	351.60	370.57
204	LITE - 2023 Festive lighting instalment 40% (approved C22/21)		2,280.48
205	WB Electrical - Annual portable appliance testing	746.40	
206	WB Electrical - Supply & fit high level wifi booster socket in hal	100.00	
207	WB Electrical - Remove bandstand speakers & return to Vic H	50.00	896.40
208	National Allotment Society membership (approved C23/101)		67.00

Total Bank Account No. 2

£ 8,760.31

Total Accounts

£ 8,760.31

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

Total Salaries	£ 6,955.37
HMRC PAYE & NI - Tax Month 7	1,834.10
LG Pension Scheme Month 7 - Employer payment	1,892.02
	£ 10,681.49
Total Bank Account No. 2	£ 19,441.80
Total all payments for approval	£ 19,441.80

Accounts paid in previous month

Bank Account No. 1

Direct Debits

Cheques

Bank Account No. 2

Direct Debits

178	Waterplus - Orn Gdns PC 07/09-07/10/23	57.40
179	Waterplus - Church Hill PC 07/09-07/10/23	51.01

Direct Bank Payments

180	J Burrow Builder - Roof repairs (approved C23/59)	£ 5,759.00
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Total Accounts paid in previous month **£ 5,867.41**

Grand Total **£ 25,309.21**

Bank Balances

Bank Account No. 1 As at 31/10/23	196,288.69
Bank Account No. 2 As at 31/10/23	184,275.60

Transfer to Petty Cash account to replenish float

Signed (Chairman)

Dated.....

a. **Casual Vacancies**

Members noted that there were two casual vacancies on the Town Council, due to insufficient candidates stepping forward for election. Anyone interested is invited to contact the Town Clerk or the Chairman for more information, or see www.grangeoversandstowncouncil.gov.uk

Members considered an application for co-option to the Council from Mr. Alan Speight, which had been circulated to all Town Councillors.

RESOLVED

That Mr Alan Speight was co-opted onto the Town Council.

b. **WFC Community Grant Fund Administration**

Members noted that Grange Town Council has been asked to act as the applicant on behalf of the Grange Medical Centre to enable the Centre to apply for funds from the Westmorland and Furness Council Community Grants Fund.

RESOLVED

That Grange Town Council will act as the applicant on behalf of the Grange Medical Centre to enable the Centre to apply for funds from the Westmorland and Furness Council Community Grants Fund.

c. **Six-Month Financial Report**

Members considered the six-month Financial Report to 30 September 2023.

RESOLVED

That the six-month Financial Report to 30 September 2023 was approved.

d. **Council Aims and Objectives**

Members noted that the annual budget working party took place on Wednesday 1 November, 7pm. Cllrs. Handley, A. Walmsley, Greenway and Thomas took part. Members considered the draft Town Council Priorities and Action Plan, last approved December 2022.

RESOLVED

That a further draft Town Council Priorities and Action Plan, with amendments as proposed by Cllr. Greenway, would be considered at the next Town Council meeting.

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

Members considered the draft Budget and Precept 2024/25 and noted that this would be further considered at the next Town Council meeting.

TOWN COUNCIL OF GRANGE-OVER-SANDS

f. Code of Conduct

Members considered CALC (Cumbrian Association of Local Councils) recommendation to adopt the Westmorland and Furness Code of Conduct for Councillors. This replaces the South Lakeland District Council Code adopted in October 2021. The Code is based on a nationally agreed code of conduct. Parish and Town Councils are asked to adopt this as their own to give continuity throughout the area when dealing with complaints.

RESOLVED

That the CALC recommendation to adopt the Westmorland and Furness Code of Conduct for Councillors was approved, replacing the South Lakeland District Council Code adopted in October 2021.

Grange-over-Sands Town Council Budget Monitoring 6 months to 30 Sept 2023		Meeting: 13 November 2023			Prepared: Nov 2023		
	Sage Code	Budget for year £	50% Budget to date £	Actual to date £	Variance £	% Spend to date	Comments
INCOME							
Precept	4000	205,890	102,945	102,945	0	50%	
Sundry Receipts	4010	-	-	191	191		Comp re Prom Loo damage 2019/Sale of bandstand
Interest Received	4015	-	-	-	0		
Grant Receipts - Running Costs WFC	4100	-	-	-	0		
Grant Receipts - General	4105	-	-	-	0		
Grant Receipts - WFC Council Tax	4106	7,850	3,925	3,925	(0)	50%	
Grant Receipts - WFC Comm Infrastructure Levy	4107	-	-	-	0		
Donations Received	4115	1,200	600	900	300	75%	9 x £100 donations for Bandstand concerts for July & Aug 2023. June concerts paid direct to bands by Charity & Co.
Donations for Assets	4116	-	-	-	0		
Donations - Victoria Hall	4117	-	-	8,441	8,441		Includes £8000 VHSG lump sum donation
Tenanted Room Rent Receipts	4120	6,932	3,466	2,726	(740)	39%	Tenant vacated Room 9 for 3 months due to flooding
Allotment Rent Receipts (Budget in N/L 4120 abx	4121	-	-	1,336	1,336		
Room Hire Receipts	4125	16,000	8,000	11,338	3,338	71%	
Hospitality Recharged	4126	-	-	105	105		2023/24 now shown separately to Room Hire
Front of House Recharged	4127	-	-	1,625	1,625		2023/24 now shown separately to Room Hire
Bay Villa Trust Admin Fee	4162	500	250	-	(250)	0%	See 4th quarter
Commission Received	4170	-	-	14	14		Ticketsource referral income
Lease Registration Fees	4175	-	-	-	0		Cedric Walk
Toilet Entry Fees	4500	11,700	5,850	4,949	(901)	42%	5 months only
Fund Raising Income	4600	-	-	-	0		
		250,072	125,036	138,494	13,458	55%	
EXPENDITURE							
Fund Raising Expenditure	6170	-	-	-	0		
Musicians' Fees	6200	1,200	600	900	300	75%	For Bandstand Summer concerts. June concerts paid direct to bands by Charity & Co
Mobile Toilets	6220	700	350	735	385	105%	For Bandstand Summer concerts
Staff Salaries	7000	100,000	50,000	57,360	7,360	57%	
Front of House Salaries	7000	10,000	5,000	3,317	(1,683)	33%	
Pensions	7001	23,000	11,500	8,359	(3,141)	36%	5 months only. Excludes Sept £1,694
Printing and Stationery	7010	600	300	186	(114)	31%	
Postage	7012	30	15	6	(9)	19%	
Water	7015	4,550	2,275	2,261	(14)	50%	
Business Rates	7020	8,200	4,100	4,283	183	52%	

TOWN COUNCIL OF GRANGE-OVER-SANDS

EXPENDITURE cont...	Sage Code	Budget	Budget	Actual to date £	Variance £	% Spend to date	
		for year £	to date £				
Telephone/Broadband	7025	550	275	354	79	64%	
Insurance	7030	8,600	4,300	3,672	(628)	43%	Reduction in Insurance premium 2023/24
Subscriptions	7040	850	425	893	468	105%	Annual subs for CALC, NALC & SLCC
Information Technology	7046	4,000	2,000	3,510	1,510	88%	Support £2,380 for 03/23-03/24.
Website	7047	400	200	15	(185)	4%	
Travelling Expenses	7050	200	100	-	(100)	0%	
Training Expenses	7052	800	400	254	(146)	32%	SLCC Conference & Working at Heights training x 4
Civic Expenses	7055	300	150	300	150	100%	Commemorative Oak trees
Hospitality	7065	200	100	54	(46)	27%	Refreshments including recharged to hirers
Bank Charges	7070	200	100	100	0	50%	
Audit Fees	7075	1,100	550	850	300	77%	6mth to 31/03/23 internal audit fee & external audit fee
Accountancy Fees	7080	3,000	1,500	1,985	485	66%	Accountancy £1,225 Y/e 31/03/23 & 6 months Payroll
Gas	7100	19,000	9,500	2,438	(7,062)	13%	April-June only. Corona Gas late invoicing £500 for July-Sep
Electricity	7105	7,700	3,850	2,428	(1,422)	32%	April-Aug only. Npower late invoicing £413 Sept usage
Christmas Lights	7106	4,751	2,376	1,425	(950)	30%	Deposit for 2023
Donation Expenditure - Victoria Hall	7110	-	-	142	142		Microwave & kettle kitchenette. Roof repair £5,759 next qu
Hall Maintenance, Repairs and Renewals	7119	12,000	6,000	4,501	(1,499)	38%	£1,365 LOLER inspection & £1,075 Fire Risk assess. electrical
Repairs and Maint. (Toilets, Rec Ground, Bandstand, Allotments & Public Domain)	7120	7,200	3,600	962	(2,638)	13%	
Professional Fees - Non Financial	7125	1,500	750	573	(177)	38%	HR support £450
Toiletries and Cleaning Materials	7130	700	350	298	(52)	43%	
Rent Payable	7160	740	370	747	377	101%	Annual rent for bandstand and allotments
Card Handling Charges (Toilets only)	7190	1,450	725	478	(247)	33%	5 months only. Monthly Nayax readers and service fee for t
Cleaning	7200	15,000	7,500	8,750	1,250	58%	Toilets
Communications	7255	500	250	283	33	57%	Venue Manager advertisement
Lengthsman	7455	6,500	3,250	2,994	(256)	46%	
Parish Election Costs	7600	2,000	1,000	-	(1,000)	0%	
		247,521	123,761	115,412	(8,348)	47%	
Net profit (Loss)		2,551	1,275	23,082			

Balance Sheet Summary as at 30/09/23

Total Assets Less Total Liabilities 293,396

C23/116

Consultations

10

There were no consultations.

C23/117

Updates from Members

11

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

a. **Cllr. Thomas – Civic Society Meeting 16 October 2023**

The Civic Society meeting report is that there are still three blue plaques outstanding that need refurbishing; this work is underway. The Society had a useful meeting with the Prom Gardeners.

b. **Cllr. Thomas - BBC meeting about the bus service**

Cllr. Thomas had an interview with BBC Radio Cumbria, highlighting how people are affected by the loss of bus services and consequent loss of access to amenities.

TOWN COUNCIL OF GRANGE – OVER – SANDS

c. **Cllr. Thomas – Railway Ticket Offices**

The ticket offices are not currently going to be closed.

d. **Cllr. Thomas – WFC Peter Thornton Accessibility Visit**

WFC Cllr. Thornton toured Grange using a mobility scooter to gain an understanding of the challenges that people with mobility problems face. A number of problems at specific locations were identified. Some dropped curbs are not low enough for mobility scooters and/or are often blocked by parked cars. Pavement parking is a problem too. Cllr. Thornton suggests that all three local Councillors get together with Town Councillors to go round town and identify specific problems. He will contact Peter Endors to initiate arrangements for the walk-around.

e. **Cllr. Greenway – Kents Bank Station House**

An open day at Kents Bank Station House was held, where 3,000 railway books are stored with the aim of being available to the public. Original features are being restored and a nature garden is proposed.

C23/118 Victoria Hall

12

a. **Theatres Trust Consultancy**

The meeting with Theatres Trust Consultant, Matt Fenton, took place on Friday 20 October 2023. Cllrs. Handley, Greenway and Thomas and the Town Clerk took part. Members noted that the Consultant has talked to one of the volunteers about the sound system and is setting up a meeting with the Hall Manager.

b. **Victoria Hall Contractors Policy**

Members considered the draft Victoria Hall Contractors Policy. This is required for compliance with the Fire Risk Assessment.

RESOLVED

That the draft Victoria Hall Contractors Policy was approved.

C23/119 Allotments

13

Members noted update from Cllr. Mason regarding complaints from allotment holders about golf balls coming over from Grange Fell Golf Club. Cllr. Mason reported that the Club:

1. Has agreed to put signs up on the first- and ninth-holes warning people to be careful and aware of the risk of balls going into the road and allotments.
2. Has confirmed that they hold public liability insurance.
3. Has clarified that they are unable to make it a condition of membership that players hold their own public liability insurance as they have so many visitors.

RESOLVED

That the Town Clerk write to the allotment holders with this report.

a. **Main Street Pedestrian Crossing Request**

An enquiry was submitted to WFC, via their web portal, on 9 October 2023, requesting that a pedestrian crossing is installed on Main Street, just before Yewbarrow Terrace where there is already a raised hump in the road, and curb markings for visually impaired people.

Members noted response received from WFC on 11 October 2023 as follows:

With reference to your enquiry regarding the installation of a pedestrian crossing on Main Street, Grange-over-Sands. To carry out an assessment of this location for a crossing facility will require an allocation of funding. A request for funding of such an assessment has been submitted. Should this be approved, the assessment will be carried out this financial year 2023/24.

b. **Bandstand Maintenance**

WFC are responsible for the maintenance of the bandstand. They have been asked to paint the handrails going into the bandstand, the ceiling and store hut.

Members noted that Unitary Cllr. Peter Endsor reports that this work is scheduled and the WFC Locality Team are chasing progress.

c. **Footpath between Charney Road and Ashmount Road**

A web portal enquiry was submitted on 1 February 2023, reporting that the flagged path was in poor repair, that the flags were coming loose and need re-setting.

Residents have asked for an update as the path has been closed.

Members noted that Unitary Cllr. Endsor reports that repair work to the path is scheduled.

d. **Yewbarrow Footpath 526020 (Item 16 on October GTC Agenda)**

WFC have been asked when this will re-open. Members noted an update received from Unitary Cllr. Endsor that there is a capital bid in for the money to do the works needed and this will not likely be approved until next year.

e. **Ornamental Gardens Wall-top Planting**

Members noted that WFC maintain the wall tops (contract with Continental Landscapes) and GTC provide the bulbs for them to plant.

GTC purchased Minnow daffodils last year for Spring 2023, in the hope that they would be squirrel proof, as most of the tulip bulbs the year before were lost. Unfortunately, the majority of the daffodils came through blind or not at all. This is being followed-up with Westmorland and Furness Council who have said they will weed and tidy the wall tops.

TOWN COUNCIL OF GRANGE-OVER-SANDS

f. **Ornamental Gardens**

Members noted that a meeting with WFC officers took place on 25 October to discuss improving the duck habitat at the Ornamental Gardens. Cllrs. A. Walmsley and Handley and the Town Clerk took part. WFC agreed to remove the broken pontoon and the trees that have fallen into the water, re-install the missing slabs on the edge by the spring and put a capital bid in for replacing the paved area where the ducks are fed.

C23/121 Remembrance

15

Members considered the risk assessment for the Act of Remembrance Ceremony on Sunday 12 November 2023.

RESOLVED

That the risk assessment for the Act of Remembrance Ceremony November 2023 was approved.

C23/122 Zero Hour Campaign – Climate and Ecology Bill

16

Members considered a resident's request, on behalf of Zero Hour, that the Town Council resolves to support their campaign for the Climate and Ecology Bill (formerly the CEE Bill). Zero Hour state that this is a plan for a new UK law that addresses the full extent of the climate and nature crisis in line with the most up-to-date science, and that the Bill is the only proposed legislation before the UK Parliament that ensures a comprehensive and joined-up approach to the emergency. The Town Council was asked to sign up to support the Climate and Ecology Bill. For more information see www.zerohour.uk

RESOLVED

That the Town Council resolves to support the Zero Hour campaign by signing up for the Climate and Ecology Bill (formerly the CEE Bill).

C23/123 Next Meeting

17

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

Monday 11 December 2023, 7.00pm Victoria Hall, Main Street, Grange-over-Sands.

There being no further business, the meeting closed at 7.45 pm.

Signed:

Dated:

Chair, Grange-over-Sands Town Council