

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

## Minutes of the Meeting of the Town Council held in the Victoria Hall, on Monday 9 October 2023 commencing at 7.00 pm.

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

**In attendance:** 7 Members of the Public, Westmorland and Furness Unitary Cllr. P. Endsor.

**Minute  
Ref:**

**Agenda No:**

**C23/87 Apologies for Absence**

**1**

Apologies were received from Cllr. E. Walmsley who was absent due to holiday.

### **RESOLVED**

That apologies from Cllr. E. Walmsley due to holiday were approved.

# TOWN COUNCIL OF GRANGE – OVER – SANDS

C23/88

Public Participation: Public Have Your Say

2

- Resident 1** Made representation to members, speaking as a resident of Lindale, to suggest that the Town Council installs a bench or memorial to those who died during the Covid Pandemic.
- Resident 2** Made representation to members expressing concerns about:
1. The condition of Yewbarrow Woods.
  2. Progress of Windermere Road flood works.
  3. The quality of the work being done by WFC on the Prom.
  4. That the footpath between Bailey Lane and the Main St Carpark is too narrow to be fully accessible.
- Resident 3** Made representation to members, expressing the opinion that the works being done on the Prom are to a high standard, and, regarding Item 16, closed footpath in Yewbarrow, that GTC are requested to ask WFC:
1. What are 'the works' (as cited in the notices and paperwork) planned to make the footpath safe?
  2. When will these works be done?
  3. How many rockfalls have occurred since the footpath was closed?
- Resident 4** Made representation to members, speaking as a member of PEAT (Peninsula Environment Action Together), inviting everyone to the PEAT Eco Fair at the Victoria Hall on 12 October, 10am – 4pm:
- Cllr. Endsor's Locality Grant will cover the hire of the Hall.
  - All are invited to the Eco Fair.
  - The goal is to bring together interested people and generate interest and enthusiasm for projects.
  - PEAT is short of active members, as are many other groups - would local groups join together for positive actions in Grange to make a difference?
  - Questions to Westmorland and Furness Council are: Can the Prom be a designated Plastic Free Promenade? Can water fountains be included in the WFC refurbishment works to the Prom? New signage be included to show the effect of litter and plastic on the environment?

**Westmorland and Furness Council Report**

Councillor Jenny Boak sent apologies and Councillor Peter Endsor reported:

**1. Prom and Lido Refurbishment**

The seawall repairs are complete, and the weatherproof coating will be done in the next 2-3 weeks. The coating for the Prom will be completed by November. The Lido project is running to budget, due to complete April/May 2024.

**2. Town Map**

Cllr. Endsor is giving up producing the map after doing it for 8 years. It is a great asset to the Town, and he hopes that someone else will be able to take it on.

**3. Locality Grant**

Cllr. Endsor has given £500 to PEAT for their Eco Fair and has £500 still to donate. Any suggestions welcome.

**4. New Defibrillators at Medical Centre**

The Town Council has agreed to be the named applicant for a funding application, to allow the Medical Centre to access Westmorland and Furness Council Community Grant Funds.

**5. Windermere Road Flood Works** – Cllr. Endsor is chasing progress on this.

Cllr. Thomas asked Cllr. Endsor to answer the resident's questions in Item 2 about the closed footpath at Yewbarrow.

Cllr. Greenway asked for more information about the Community Grant Fund and for more information about how Westmorland and Furness Council can help support the arts in community venues.

Cllr. Logan gave feedback on how the new administration is working for community groups. The Christmas Tree Committee have found it appears that the WFC payments department is not in communication with the events department. The new administration is making it much harder for local people to put on events.

*Cllr. Peter Endsor left the meeting.*

# TOWN COUNCIL OF GRANGE-OVER-SANDS

## Mayor's Report

Mayor Cllr. Roger Handley reported that he attended the Lion's Charter lunch and talk, and the K Shoes Male Voice Choir fundraising event for St. Mary's Hospice. This was a very pleasant event with great singing and the Choir hopes to come again next year. The Mayor recommends them.

### C23/90 Minutes of the Previous Meeting 4

**RESOLVED** That the Minutes of the Meeting of the Town Council held on Monday 14 August 2023 were accepted as a true record.

### C23/91 Declarations of Interests and Dispensations 5

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

### C23/92 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.

### C23/93 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/2023/0667 Fellbank, Great Heads Road  
Variation of condition 2 (Approved Plans) attached to appeal decision  
APP/M0933/W/22/3307981 (SL/2021/0281 Change of use from garage to holiday let)  
Full Planning  
**RESOLVED**  
**NO OBJECTION**

## TOWN COUNCIL OF GRANGE-OVER-SANDS

- b. SL/2023/0657 Thornfield Guest House, Kents Bank Road  
Replacement UPVC windows and door  
Full Planning  
**RESOLVED**  
**NO OBJECTION**
- c. SL/2023/0678 11 Kentsford Road  
Replacement garage  
Full Planning  
**RESOLVED**  
**NO OBJECTION**
- d. SL/2023/0686 North Lodge, Station Square  
Alterations to existing windows, re-opening of former door opening and new gate to garden Listed Building  
**RESOLVED**  
**NO OBJECTION**
- e. SL/2023/0687 Lambert Manor, Kirkhead Road  
Discharge of Conditions 4 (external windows, doors, roof lights and woodwork) and 5 (roof lights) to south wing attached to planning permission SL/2022/0689  
Discharge Conditions  
**RESOLVED**  
**NO OBJECTION**
- f. SL/2023/0706 Reflections, 14 Cat Tree Road  
Alterations and extension, including front entrance porch and the conversion of the existing roofscape into habitable accommodation with a flat roof dormer to rear, and new roof lights to the front roof slope.  
Full Planning  
**RESOLVED**  
**NO OBJECTION**  
Grange Town Council comments that there is concern that there is the possibility of overlooking but it is not possible to tell from the application drawings.

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

- a. SL/2023/0412 Land South of Allithwaite Road Kents Bank Discharge Conditions Grant
- b. SL/2023/0539 Rostherne Charney Road Non-Material Amendment Grant with Conditions
- c. SL/2023/0468 Garden of Pine Trees Fernleigh Road Full Planning Refuse
- d. SL/2023/0419 Eden Barn, Eden Mount Discharge Conditions - Approve
- e. SL/2023/0206 Holme Farm Meathop Road Full Planning Grant with Conditions
- f. SL/2023/0364 Monton, 10 Cart Lane Full Planning Grant with Conditions
- g. SL/2023/0445 Culag & Holmecroft, The Esplanade Full Planning Grant with Conditions
- h. SL/2023/0585 Castlehead Field Centre Castlehead Full Planning Withdrawn

# TOWN COUNCIL OF GRANGE-OVER-SANDS

- i. SL/2023/0671 Sunrise, 2 Kilmidyke Road Full Planning Withdrawn

## 3. Planning Committee Alerts – Members to note that the following were reported to the South Lakeland Local Area Planning Committee on Thursday 7th September 2023:

- a. SL/2023/0364 Monton, 10 Cart Lane  
b. SL/2023/0445 Culag & Holmecroft, The Esplanade  
c. SL/2022/1088 Land opposite Low Fell Farm, southeast of Low Fell Gate Caravan Site

### C23/94 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. Greenway and A. 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

September 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

128	Lloyds Bank Plc - Card Aug 2023 - Monthly fee	3.00	
128a	WFC - License EW	37.00	
128b	Nisbets - T-Series 2100 Hand Dryer for upstairs toilet	86.38	
128c	Wilko - 2 x Low energy 16W bulbs	12.45	
128d	Newlinks - Microfibre Cleaning Cloths x 2	12.95	
128e	Indeed - Advert for Venue Manager vacancy	36.72	
128f	Nisbets - 2 x Jantex water filter cartridge	71.98	
128g	Amazon - Knee pads	20.89	
128h	OT Group - Nobo Wall mounted T-Card planner	149.22	
		<hr/>	
		430.59	
129	WFC - 6/10 Non Dom Rates V Hall	603.00	
130	WFC - 6/10 Non Dom Rates Rooms 1 & 3 / Council office	162.00	
131	WFC - 6/10 Non Dom Rates Room 4	92.00	
132	Npower - Elec V Hall 01/07-31/07/23	422.51	
133	Npower - Elec Church Hill PC 01/07-31/07/23	63.76	
134	Npower - Elec Prom PC 01/07-31/07/23	46.71	
135	Npower - Elec Xmas Tree lights 01/07-31/07/23 (recoverable)	12.13	
136	Sage - Support 01/09-30/09/23	92.40	
137	Waterplus - V Hall 28/07-28/08/23	148.57	
138	Waterplus - Orn Gdns PC 07/08-07/09/23	61.34	
139	Waterplus - Church Hill PC 07/08-07/09/23	54.95	
140	BT - Tel & Broadband - 24/08-30/09/23	84.25	

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

141	Lancasters - Keys, washers, bin liners, shears	49.40	
142	Duddon Hire - Portaloo hire Park Gdns 29/06-26/07/23	216.00	
143	R Handley expenses - Water ingress membrane materials	34.16	
144	Sinkfall Recycling - Skip for lengthsman	212.00	
145	Treble3 - Website update	18.00	
146	R Rhodes - Replace Gents WC back stage	420.00	
147	J Davenport - Int. office, ground floor ext. windows	34.00	
148	Healthmatic - PC cleaning 01/09-30/09/23	1,500.00	
149	Lengthsman - To 31/07/23 and 31/08/23	1,012.00	
150	KTD - Photocopying 31/07/23-31/08/23	44.44	
151	Viking - 3000 x hand towels	25.06	
152	WFC - Annual rent Yewbarrow allotments	232.00	
153	Duddon Fire - Annual fire extinguisher inspection	203.40	
154	South Cumbria Brass - Bandstand concert 13/08/23	100.00	
155	Dalton Town Band - Bandstand concert 20/08/23	100.00	
156	Flookburgh Band - Bandstand concert 27/08/23	100.00	

#### **Total Bank Account No. 2**

£ 6,574.67

#### **Total Accounts**

£ 6,574.67

# TOWN COUNCIL OF GRANGE-OVER-SANDS

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

<b>Total Salaries</b>	<b>£ 5,519.95</b>
HMRC PAYE & NI - Tax Month 5	1,759.44
LG Pension Scheme Month 5 - Employer payment	2,077.59
	<b>£ 9,356.98</b>

**Total Bank Account No. 2** **£ 15,931.65**

**Total all payments for approval** **£ 15,931.65**

## Accounts paid in previous month

### Bank Account No. 1

#### Direct Debits

#### Cheques

-

### Bank Account No. 2

#### Direct Debits

-

## Direct Bank Payments

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

**Grand Total** **£ 15,931.65**

## Bank Balances

Bank Account No. 1 As at 31/08/23 (No statement as no transactions this month)	195,209.58
Bank Account No. 2 As at 31/08/23	108,819.15

## Transfer to Petty Cash account to replenish float

Signed (Chairman) .....

Dated.....



# TOWN COUNCIL OF GRANGE-OVER-SANDS

## GRANGE-OVER-SANDS TOWN COUNCIL

### Payments for Approval

October 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

157	Lloyds Bank Plc - Card Sept 2023 - Monthly fee	3.00
158	WFC - 7/10 Non Dom Rates V Hall	603.00
159	WFC - 7/10 Non Dom Rates Rooms 1 & 3 / Council office	162.00
160	WFC - 7/10 Non Dom Rates Room 4	92.00
161	Npower - Elec V Hall 01/08-31/08/23	546.14
162	Npower - Elec Church Hill PC 01/08-31/08/23	59.72
163	Npower - Elec Prom PC 01/08-31/08/23	50.45
164	Npower - Elec Xmas Tree lights 01/08-31/08/23 (recoverable)	12.13
165	Sage - Support 01/10-31/10/23	92.40
166	Waterplus - V Hall 28/08-28/09/23	135.81
167	BT - Tel & Broadband - Rental to 31/10/23 Calls to 02/10/23	48.96

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

168	Lancasters - Keys, washers, CO2 alarm, stain remover	43.90
169	Moore East Midlands - External auditor's fee 2022/23	756.00
170	KTD - KTD - Anti-virus software & support 01/11/23-31/10/24	288.00
171	KTD - Photocopying 31/08/23-30/09/23	19.12
172	WFC - Supply of Oak trees, stakes, ties & planting for Coronation	300.00
173	Healthmatic - PC cleaning 01/10-31/10/23	1,500.00
174	Lengthsman - To 30/09/23	418.00
175	Duddon Hire - Portaloo hire Park Gdns 27/07-30/08/23	270.00
176	Duddon Hire - Portaloo collection	84.00
177	Thornleigh (Highway Trust) - Jonathan Veira (TS13) - Ticket reimbursement	186.85

#### **Total Bank Account No. 2**

£ 5,671.48

#### **Total Accounts**

£ 5,671.48

# TOWN COUNCIL OF GRANGE-OVER-SANDS

Page 2

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

<b>Total Salaries</b>	<b>£ 5,540.96</b>
HMRC PAYE & NI - Tax Month 6	1,400.03
LG Pension Scheme Month 6 - Employer payment	1,694.40
	<b>£ 8,635.39</b>
<b>Total Bank Account No. 2</b>	<b>£ 14,306.87</b>
<b>Total all payments for approval</b>	<b>£ 14,306.87</b>

**Accounts paid in previous month**

**Bank Account No. 1**

**Direct Debits**

**Cheques**

-

**Bank Account No. 2**

**Direct Debits**

-

**Direct Bank Payments**

Total Accounts paid in previous month	£ -
<b>Grand Total</b>	<b>£ 14,306.87</b>

**Bank Balances**

Bank Account No. 1 As at 30/09/23	195,911.89
Bank Account No. 2 As at 30/09/23	94,081.66

**Transfer to Petty Cash account to replenish float**

Signed (Chairman) .....

Dated.....

**C23/95 Finance and Governance**

**9**

**a. Casual Vacancies**

Members noted that there are 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](http://www.grangeoversandstowncouncil.gov.uk)

**b. External Audit year ended 31 March 2023 – Annual Governance and Accountability Return (AGAR)**

Members considered that the external audit of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2023 has been completed and published.

## TOWN COUNCIL OF GRANGE – OVER – SANDS

### **RESOLVED**

That the external audit of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2023 was accepted and approved.

#### **c. Risk Assessments – Finance and Governance**

Members considered the report for Finance and Governance Risk Assessments and the following Risk Assessments:

- 1) Finance
- 2) Governance
- 3) Website and IT
- 4) Business Continuity

### **RESOLVED**

That the report for Finance and Governance Risk Assessments and the Risk Assessments for Finance, Governance, Website and IT and Business Continuity were approved.

#### **d. Internal Audit Plan**

Members considered the Internal Audit Plan for financial year 2023-24.

### **RESOLVED**

That the Internal Audit Plan for financial year 2023-24 was approved.

#### **e. Internal Auditor**

Members considered report into appointing Internal Auditor for financial year 2023-24.

### **RESOLVED**

That the appointment of Mrs Jean Airey as Internal Auditor for financial year 2023-24 was approved.

**C23/96**

**Consultations**

**10**

There were no consultations.

**C23/97**

**Updates from Members**

**11**

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

#### **a. Cllr. Thomas – Furness Line Community Rail Partnership 14 September meeting.**

Updates from the meeting:

- Radar keys cannot be used at the disabled access loo at Grange station.
- The ticket office closure consultation received more than 680,000 responses.
- New paper timetables are available in the Victoria Hall foyer.

## TOWN COUNCIL OF GRANGE – O V E R – S A N D S

- b. **Cllr. Thomas - Cumbria Better Connected 15 September meeting.**  
Update from the meeting is that 10% of Northern staff are currently off work sick.
- c. **Cllr. Thomas - Nutwood Patient Group**  
Update from meeting:
- There are 2 new doctors - 3 doctors are partners in the practice.
  - They have employed a new pharmacist and pharmacy technician to support the GPs and save them time.
  - Problems at Wells Pharmacy in town are acknowledged. However, this pharmacy is not within the control of the practice.
- d. **Cllr. Greenway – Kents Bank Nature Park**  
The new owner of the Station House at Kents Bank has put together a Community Rail Library and is holding an Open Day on Saturday 21 October. All welcome. He is proposing to create a railway nature park on land west of the Station House. Access to be via Abbots Hall land.

C23/98

Victoria Hall

12

- a. **Roof Repairs**  
Members noted that works to repair the roof over Room 9, as resolved July 2023, are complete. Rooms 4 and 9 now need decorating when they have dried out.
- b. **Premises Licence**  
Members noted that the application to Westmorland and Furness Council, for the mandatory alcohol condition, under the Licensing Act 2003, requiring a Designated Premises Supervisor in respect of a premises licence to be disapplied, was successful. A new Premises Licence was issued on 13 August 2023.
- c. **Theatres Trust Consultancy**  
Members noted that the meeting with the consultant appointed by Theatres Trust, Matt Fenton, is scheduled for Friday 20 October 2023.

Members noted further update from Cllr. Greenway, that she had met Mr Fenton via zoom and agreed that the consultation day (11am – 4pm) will include a tour of the building, then looking at numbers and events and discussion about ways forward. Cllrs. Greenway, Thomas and Handley and the Town Clerk will take part.

# TOWN COUNCIL OF GRANGE-OVER-SANDS

C23/99

Remembrance

13

Members noted that the annual meeting, to discuss Remembrance, of Churches, Royal British Legion and Town Council, took place on Monday 21 August 2023. Cllrs. Handley and Mason, the Town Clerk, and the in-coming Hall Manager took part. All agreed that Remembrance Sunday participants are asked to make their own way to the Ornamental Gardens from the Church, for the Act of Remembrance.

C23/100

Bailey Lane Level Crossing – updates from Westmorland and Furness Council

14

CUMBRIA COUNTY COUNCIL (UNRECORDED FOOTPATH AT BAILEY LANE PARISH OF GRANGE OVER SANDS) RAIL CROSSING EXTINGUISHMENT ORDER 2023

Members noted:

- a. Correspondence from WFC, received 17 August 2023, that the case was to be submitted to 5 October Planning Committee.
- b. Correspondence received 26 September 2023, that WFC Planning Committee meeting on 5 October 2023 is cancelled. The next meeting is 2 November 2023.

C23/101

Allotments

15

a. **Grange Fell Golf Club**

Members considered response from Grange Fell Golf Club regarding complaints from allotment holders about golf balls coming over from the Golf Club.

**RESOLVED**

That:

- i) Allotment holders are asked to keep a log of the timing and frequency of golf balls, which number allotments they land on, and whether the balls have individual's initials on them.
- ii) Cllr. Mason to ask the Golf Club to consider making it a condition of membership to have personal public liability insurance, in the same way as allotment holders are required to arrange their own insurance.

b. **National Allotments Society**

Members considered joining the Society, as advised by CALC, cost £55.00 plus VAT per year, for Local Authority membership. Further information:

[www.nsalg.org.uk](http://www.nsalg.org.uk)

**RESOLVED**

That the Town Council joins the National Allotments Society, as advised by CALC, cost £55.00 plus VAT per year, for Local Authority membership.

## TOWN COUNCIL OF GRANGE-OVER-SANDS

### **C23/102 Footpath Closure 16**

Members noted correspondence from Westmorland and Furness Council regarding an extension to the closure of footpath 526020 at Yewbarrow.

Members noted that Westmorland and Furness Councillor Peter Endsor was asked at Item 3 to respond to questions raised in Item 2, Have Your Say, about the continued closure.

### **C23/103 WFC – Windermere Road Flood Works Update 17**

Members noted correspondence from Westmorland and Furness Council on works to alleviate flooding at Windermere Road.

### **C23/104 Training 18**

Members noted that the Town Clerk will take part, virtually, in the Society of Local Council Clerks Annual National Conference 11-12 October 2023 costing £150 plus VAT as approved in July.

### **C23/105 Staffing 19**

Members noted that the newly appointed Hall Manager will be taking up the role on Monday 30 October 2023.

### **C23/106 Next Meeting 20**

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

Monday 13 November 2023, 7.00pm Victoria Hall, Main Street, Grange-over-Sands.

There being no further business, the meeting closed at 8.15 pm.

**Signed:**

**Dated:**

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