

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:
Cllr. Tricia Thomas

Vice-Chairman/Deputy Mayor:
Cllr. Peter Endsor

Town Clerk:
C. Benbow



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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 18 July 2016 commencing at 7.00 pm.

Present: Cllr. T. Thomas – **Chair**
Cllr. Greenway, Cllr. Walmsley, Cllr. Hathorn, Cllr. R. Shapland
Cllr. Ingle, Cllr. Endsor, Cllr. J. Shapland, Cllr. Harvey
C. Benbow – Town Clerk

In attendance: 6 members of the public

Minute Ref:		Agenda No:
C16/53	Apologies for Absence	1
	NOTED There were no apologies received.	
C16/54	Reports	2
	Police Report	
	PCSO Howard Firth sent his apologies and the following crime report: 20 calls for service. 3 crimes that included two assaults and one public order offence.	

District Council Report

District Councillor Eric Morrell reported:

There is much dialogue currently between the Town Council and SLDC. Cllr. Peter Endsor has been leading discussions with Cllr. Graham Vincent about business hub development and a telephone conference has been held with Cllr. Giles Archibald. Communication between the two councils is good.

County Council Report

County Councillor Bill Wearing reported:

1. Flooding at Cedric's Walk – an alleviation scheme has been agreed between the developer, the County Council and Highways.
2. Road signs and markings – installation is underway.

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3. Saturday subsidised bus – there will be a meeting on 28 July between the County and partner Parishes in the scheme.
4. Grange Primary School – Cllr. Wearing has responded to complaints about parking across drives near the school and urged everyone to raise awareness that blocking drives is illegal.
5. Adult safeguarding seminar – if you have concerns about someone, please contact Adult Social Care.

Mayors Report

Deputy Mayor Cllr. Endor reported that as Cllr. Thomas had been away he had enjoyed attending as deputy the Art Society Exhibition, the Strawberry Fete at the Old Vicarage and the Peninsula Olympics at Cartmel High School.

Cllr. Thomas reported that she had met a group of American tourists and welcomed them to the town.

The next Councillor Surgery will be 10am -12 at the Library on Saturday 13 August 2016.

C16/55 Public Participation: Public Have Your Say 3

Members of the public agreed that their names may be included in the minutes.

John Furniss Made a representation to members with regard to his concerns about the SL/2016/0608 application for a Certificate of Lawful Development.

C16/56 Minutes of the Previous Meeting 4

RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 13 June 2016 were accepted as a true record.

C16/57 Declarations of Interests and Dispensations 5

NOTED Cllrs. R and J Shapland declared non-pecuniary interests in item 9b, Grants, as they are members of the Natural History Society.

Cllr. Walmsley declared a non-pecuniary interest in item 7b, Planning, as she is a neighbour.

There were no requests received for dispensations.

C16/58 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.

C16/59 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:

Application Number, Address and Specification

a. **SL/2016/0593**

Silva Gars, Lyndene Drive

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Creation of off-road parking area, replacement stone faced walls & removal of previous garden structures to create level garden area

Retrospective Planning Application

RESOLVED

NO OBJECTION

Grange Town Council makes the following request:

That the SLDC Case Officer checks the location of the soak away and that it is adequate as it is sited above the road and golf course, both of which are prone to flooding.

b. SL/2016/0608

Stonycroft, Rockland Road

Certificate of lawful development for proposed use as home for 4 young persons in receipt of care, with no more than 2 carers in residence over night

Certificate of Lawful Development

NOTE – GTC are not being consulted on this but have the opportunity to comment.

RESOLVED

That the Council wished to support residents and would organise a meeting between the developer, SLDC officers and residents to get clarification on the process and understand exactly is being proposed.

c. SL/2016/0627

Builders Supply (former Candle Factory), Lindale Road

Proposed single storey extension to northeast elevation

Full Planning

RESOLVED

NO OBJECTION

Grange Town Council makes the following request:

Access to the site is awkward. Grange Town Council is concerned that the new parking adjacent to the entrance of the site could be dangerous and requests that Highways is consulted on this.

d. SL/2016/0650

Tesco (Ex British Legion)

Discharge of condition 6 (Noise Assessment)

Discharge of Conditions

NOTE – GTC are not being consulted on this but have the opportunity to comment.

RESOLVED

OBJECTION

Grange Town Council OBJECTS to the discharge of condition 6, that it has not been fulfilled on

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the following grounds:

1. Delivery Plan
 - There is no delivery plan – this is in breach of condition 6.
2. Cages omitted from Noise Assessment
 - The recommendations included in the noise assessment take no account of the noise of the cages used to move deliveries from trucks to the shop.
 - Residents are raising concerns about this omission because the noise from these cages is significant.
 - The fact that the cages have been excluded from the assessment means that the recommendations are limited and insufficient.
 - Grange Town Council requests that the cage noise is included in the assessment and that mitigation measures are put in place.
 - Other retailers on the same road use silent motorised pallet trucks for their deliveries and this recommendation is requested for this unit too.
3. Inaccurate Noise Measurements
 - The noise assessment measurements to the nearest dwelling are inappropriate as the dwelling used in the assessment, 1 Kents Bank Rd, is twice the distance from the nearest dwelling which is immediately adjacent to the site.
 - The noise assessment figures are therefore inaccurate and misleading.

Grange Town Council also notes breaches in condition 18.

The project plan submitted contains longer working hours than those stipulated in condition 18, including working on 9.00 to 17.00 on Sundays. This is in breach of condition 18 and unacceptable in a residential area that also has tourist accommodation and three places of worship nearby.

- e. Members noted that application SL/2016/0677 – Monks Nook, Kirkhead Road, had come in too late to the meeting to be considered and that any comments should be sent to the Clerk by Monday 25 July for a delegated response.

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

a. SL/2016/0315

44 Priory Crescent

Erection of retaining wall & steps with safety rail giving access to garden level & installation of window to southeast elevation

Grant with conditions

b. SL/2016/0331

24 Kentsford Road

Erection of replacement double timber garage

Grant with conditions

c. SL/2016/0376

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Greenhill, Kents Bank Road

Removal of existing bay window roof & installation of new dormer window with balcony

Grant with conditions

d. SL/2016/0525

NatWest Bank Plc

Installation of illuminated ATM

Refusal

5. Delegated Authority

No items had consultation deadlines which fell between the meetings.

C16/60 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 and that Cllr. Ron Shapland had verified in place of Cllr. Ann Walmsley.

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 J Shapland and Hathorn 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 Harvey would complete online authorisation of payments for the next payment period.

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Payments for Approval

July

2016

1 Accounts for Payment

£

Cheques (Nat West)

73	Dr Pattison - IC stock	30.00
75	Clive Brown - IC stock	48.60
	Mrs G Webster (replacement rejected payment inv 51)	69.00
	Band Concert - Sedbergh Town Band - 3 July 16	100.00

Direct Debits (Nat West)

1-	M4 SLDC - Non Dom Rate. V. Hall	557.00
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2-	M4	SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office	138.00
3-	M4	SLDC - Non Dom Rate Police Room 4	87.00
4-	M4	SLDC - Non Dom Rate Tourist Information Centre	62.00
	82	Npower - V Hall elec April 2016	185.39
	83	Npower - Orn Gdns PC elec 1 April to 31 May 2016	8.13
	84	Npower - C Hill PC elec April 2016	40.45
	85	Npower - Prom Lido PC elec April 2016	14.67
	99	United Utilities - Prom Lido PC water 16 Mar to 14 June 16	201.49
	101	Barclaycard transaction fees June 2016	25.90
		Public Works Loan Board - Prom Lido PC 1st half year	3,067.68
		Total Nat West account	£ 4,635.31

Unity Trust

71	YPO – stationery		3.60
72	PR Books - IC stock		48.93
77	Lancasters - V Hall bulbs, dustpan & brush, key cut		34.75
80	Absolute Digital Printing - Bus Timetables (C16/25)		229.00
81	Bayscapes - IC stock		63.50
87/	KTD - Computer System Support renewal 2016-17	2,076.00	
88	KTD - Antivirus & Domain (website) renewal	651.60	2,727.60
89	Andrew Thould - V Hall outdoor window cleaning		30.00
90	Grange Now - Monthly ad July 16 T Council details		48.00
91	Healthmatic Public Conveniences cleaning July 2016		1,590.00
92	Lengthsman - June 2016		572.00
93	Offstone - IC stock		1.92
94	Perfect Pictures - IC stock		75.60
95	Postlethwaites - Bandstand net	1.99	
	Promenade repairs	30.96	
	V Hall bulbs, bin bags	12.78	45.73
96	CPC - V Hall replacement lamps (less Cr 96 £1.37)		74.95
97	Ecoburotic - inkjet cartridges		87.28
98	SLDC - Ornamental Gardens elec recharge 19 Apr to 22 June 16		39.79
100	T Clerk expenses		23.20
102	PPL - V Hall recorded music licence to June 2017		311.98
	Band Concert - Holborn Hill Junior Band - 5 June 16		100.00
	Band Concert - Morecambe Band - 12 June 16		100.00
	Band Concert - Ulverston Victoria High School - 26 June 16		100.00
103	Daniel Hire - mobile toilets Band Concerts 29/5 to 3/7		168.00
104	Jean Airey - Internal Audit May 2016		227.00
	Total Unity Trust account		£ 6,702.83

Total accounts

£ 11,338.14

2 Salaries, PAYE & N.I. (Unity Trust)

Total Salaries

£ 5,629.43

HMRC PAYE & NI - Tax Month 3

£ 1,605.69

£ 7,235.12

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£ 13,937.95

Total all payments for approval

£ 18,573.26

3 Accounts paid in previous month – approved

Unity Trust

Edwardian Festival Grant (C16/40a)	100.00
Friends of Kents Bank Station & Foreshore Grant (C16/40b)	200.00

Accounts paid in previous month - not yet approved

Unity Trust

5TC Holker Garden Festival - ticket reimbursement	1,760.40
6TC Country Fest - ticket reimbursement	134.10
7TC Grange Drama - ticket reimbursement	630.00

Nat West

Cheques

Nat West

Direct Debits

74 Plusnet 9/06 to 8/07 2016 - tel & broadband	34.33
76 XLN calls & line rental July 2016	34.56
78 United Utilities - V Hall water 6 Mar to 5 June 16	376.46
79 United Utilities - C Hill PC water 9 Mar to 9 June 16	164.30
86 United Utilities - Orn Gdns water 9 Mar to 9 June 2016	197.85

Total Accounts paid in previous month

£ 3,632.00

Grand Total

£ 22,205.26

4 Alto Prepaid Card (Pre-Authorised £1,000.00)

5 Bank Balances

NatWest Current Accounts	181,147.87
Unity Trust Bank	98,217.91
Alto Prepaid Card	877.23

6 Transfers between bank accounts

C16/61	Grants	9
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Members considered grant applications.

- a. **Grange Fell Allotment Society** – application for £428.00 to purchase a brush cutter, safety helmet and petrol can for use by the Grange Fell allotment holders.

RESOLVED

That no grant would be made because it was a retrospective application and the item had already been purchased.

- b. **The Natural History Society** – application for £664.93 to purchase wildlife trail cameras.

RESOLVED

That the Town Council would contribute 50% of the purchase price on condition that match

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funding is acquired by end of this financial year.

C16/62 Consultations 10

Members considered the response drafted by Cllr. Greenway on behalf of the Neighbourhood Plan Steering Group to the following consultation, including creation of a footpath from Allithwaite Rd to meet Quarry Lane footpath in Allithwaite Parish.

SLDC Development Brief Phase 2 - consultation on land south of Allithwaite Road, Kents Bank.

Documents associated with this consultation can be viewed on the SLDC website www.southlakeland.gov.uk/development-briefs and at the Library during normal opening hours.

RESOLVED That Grange Town Council would respond to the consultation supporting the response drafted by Cllr. Greenway on behalf of the Neighbourhood Plan Steering Group.

C16/63 Meeting Updates from Members 11

Members noted the following reports from meetings and briefings attended by councillors since the last full council meeting, including:

- Cllr. Endsor - SLDC Meeting Friday 8 July

Cllr. Endsor and Town Clerk met Cllr. Graham Vincent, Economic Portfolio holder, Cllr. Eric Morrell, Kamal Siddiqi from the Chamber of Trade and Ruth Leahy, SLDC Economic Development Officer to discuss the possible development of an economic hub in Grange.

- Cllr. Greenway - Guides Trust

As approved at the previous meeting, Cllrs. Greenway and Harvey met Dickon Knight from the Guides Trust and discussed the potential of the Coastal Communities Fund, the long term survival of the post of Guide and issues in response to their planning application. Mr Knight said he would discuss matters with the trustees and respond in due course.

- Cllr. Greenway - Morecambe Bay Partnership event Tuesday 5 July

This event focussed on encouraging day visitors to stay overnight and offered a free logo for any business who wished to have it to demonstrate they are part of a wider community.

C16/64 Chairman's Update 12

Members received an update from the Chairman about works in progress, including:

- SLDC - telephone conference with Cllrs. Giles Archibald and Eric Morrell to discuss progress with ongoing items around the town.
- Ornamental Gardens Fountain – is now working.
- Rec Ground – the annual inspection shows corrosion of the skate ramps and the inspector has suggested having a look inside the ramps. The Clerk has asked Phil Dalton to do this and report back.
- Skip for Lengthsman – has been agreed, we are waiting for SLDC to complete paperwork.
- Yewbarrow Allotment Door - the work has been commissioned as resolved and will be done by end of summer.
- Bins at Berners Close - have now been installed.

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- Subsidised bus service - payments organised - next meeting 28 July.

C16/65	Neighbourhood Plan	13
	Members noted a progress report from the Steering Committee Spokesperson Cllr. Greenway, that the group were waiting for the final draft to comment on, had met the consultants and SLDC last week and expect the final plan for public consultation in November/December.	
C16/66	Skate Ramp Maintenance	14
	Members noted that the original skate ramps at the Skate Park needed painting and considered the quote to complete the work.	
	RESOLVED That the quote from Phil Dalton to paint the original skate ramps at the Skate Park is accepted and the work completed.	
C16/67	Communications – Grange Now Box	15
	a. Members noted that in July 2015, Councillors resolved (C15/066): <i>That for one year on a trial basis, GTC would pay for a monthly insert to be printed in Grange Now to let readers know the Town Council's contact details. The cost of £40 per edition for 12 months (£480 per year) to be funded from the GTC communications budget.</i>	
	b. Members considered whether or not Councillors wished to continue to publicise the Town Council in this way.	
	RESOLVED That this trial is not continued.	
C16/68	Victoria Hall Action Group	16
	a. Members noted that the tenants in rooms 6 and 7 had given notice to quit due to the expansion of their business.	
	b. Members noted that Locality had been commissioned to commence the Victoria Hall Study, as resolved last month, and would be meeting councillors and staff on Thursday 28 July 2016.	
C16/69	Victoria Hall Maintenance Programme	17
	a. Glass Passage	
	i) Members noted that at the previous meeting, NPS was approved to complete the works towards the renovation of the glass passage. On being commissioned, NPS responded that the Town Council was required to appoint a Principal Designer to comply with Construction (Design and Management) Regulations 2015. NPS tendered for the role. Others were approached but no quotes received.	
	ii) Members noted that the fee for this work would be 1.93% of the construction build which is currently estimated by NPS to be £18,000. This would mean the fee would be £347.40. (<i>tender circulated, main points on pages 12 and 13</i>)	
	iii) Members considered appointing NPS to act as Principal Designer.	
	RESOLVED	
	That NPS was appointed to act as Principal Designer	

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b. Maintenance Programme Update

Members received an update from the Chairman on Maintenance Programme progress including:

- Exterior painting – was scheduled first week of August.
- Roof repairs – the work has been allocated, time to be agreed.
- Fire Alarm upgrade – has been completed.
- Stage repairs – work has been allocated.

C16/70

Server

18

- Members noted that KTD (the Council's Information Technology providers) had informed us that the server needed to be upgraded because the software (Version 2003) used by the current server was no longer supported by Microsoft; no security updates were available and therefore there was no guarantee of security. The Town Council's Financial Regulations (6.12, 6.13) stipulate that computer security must be in place.
- Members noted that the Clerk met KTD to discuss this and to confirm that the quote to complete the upgrade is for a system that is at an appropriate level for the Town Council's use.
- Members noted that the budget for IT for 16/17 was £6,000; and that there was an underspend in the IT budget last year of £2,026.
- Members considered the quote of £4,140 from KTD to complete the upgrade.

RESOLVED

That the existing server is not upgraded and instead the Town Clerk investigates alternatives using cloud storage.

C16/71

Training

19

Members noted that the Town Clerk had attended training on Standards and Code of Conduct (from SLDC 20 June) and Asset Transfer (from CALC 5 July cost £29.50).

C16/72

Next Meeting

20

NOTED That the next Full Council Meeting would be held: **Monday 15 August 2016 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm**

There being no further business, the meeting closed at 8.40pm

Signed:

Date:

Chair of Grange-over-Sands Town Council

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