

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman:
Cllr. Ron Shapland MBE

Vice Chairman:
Cllr. Tricia Thomas

Town Clerk:
C. Benbow



Council Offices
Main Street
Grange-over-Sands
Cumbria, LA11 6DP

Tel: (015395) 32375

www.grangeoversandstowncouncil.gov.uk

email: contactus@grangeoversands.net

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

Minutes of the Meeting of the Town Council held in the Victoria Hall, on Monday 12 October 2015 commencing at 7.00 pm.

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

In attendance: 9 members of the public

Minute Ref:		Agenda No:
C15/094	Council Chairman for the Council Year 2015/16	1

- Members noted that Bill Woods resigned as Chairman and from the Council on 24 August 2015.
- Members noted the Election Timetable published by SLDC for the vacancy in South Ward and that the election would take place on Thursday 5 November 2015.
Members further noted that the election on 5 November would be uncontested as Peter Endsor was the only candidate.
- To elect the Council Chairman for the Council Year 2015/16 from the current council membership and to receive from the chairman acceptance of office forms.

RESOLVED That Cllr. Ron Shapland was elected as Council Chairman for the Council Year 2015/16 from the current council membership and acceptance of office forms were received from Cllr. R. Shapland.

- In the event of the Mayor being elected as Chair, to elect the Vice Chairman for the Council Year 2015/16 from the current Council membership and to receive from the Vice Chairman acceptance of office forms.

RESOLVED That Cllr. Tricia Thomas was elected as Council Vice Chairman for the Council Year 2015/16 from the current council membership and acceptance of office forms were received from Cllr. Thomas.

C15/095	Apologies for Absence	2
	NOTED There were no apologies received.	
C15/096	Minutes of the Previous Meeting	3
	RESOLVED That the Minutes of the Meeting of the Town Council held on Monday 10 August 2015 were accepted as a true record.	

TOWN COUNCIL OF GRANGE – OVER – SANDS

C15/097	Declarations of Interests and Dispensations	4
NOTED	There were no requests received for dispensations or declarations of interest.	

C15/098	Public Participation To receive reports from the following: Police Report	5
	There was no representation from the police.	

District Council Report

District Councillor Eric Morrell reported that:

- SLDC were working towards next year's budget.
- He had taken part in several very positive meetings with the Town Council regarding various matters, including signage at Berners and cycle rack provision and hoped that this spirit of collaboration would continue.

District Council Report

District Councillor Mary Wilson reported that:

- Internal Drainage Boards for the Lyth Valley – SLDC Cabinet would not be making a decision on Internal Drainage Boards as this was now being deferred to DEFRA.
- MN25M - She had attended the MN25M development brief workshop on 8 October.
- Re-surfacing roads - she has suggested to CCC that thought should be given to improving pedestrian safety particularly on Haggs Lane where a lot of people walk.

County Council Report

Members noted that County Cllr. Bill Wearing had sent in a report and his apologies:

County Councillor's Report to Town Council October 2015

- The Traffic Regulation Orders which were advertised for Charney Well Lane, Thornfield Road, Nutwood Crescent and Allithwaite Road have all been approved as advertised.
- There will be another meeting of the four parishes involved in the re-instatement of the Saturday 532 Bus Service on the 22nd October in Grange Council Chamber.
- At the recent Forum meeting speakers from Public Health and Healthwatch were well received and a request to the community for volunteers to help in Grange Library was welcomed.
- Grange Library is currently looking for volunteers to promote and take an interest in the library service. Volunteers will not be delivering the work of library staff, but will give support to a number of activities in the library, alongside staff to promote the service to the community. If you are interested in finding out more contact the Town Clerk.
- Cllr. Wearing hopes this will be supported by the Town Council as the Library in Grange is now the only face to face contact the residents of the Cartmel Peninsular will have from both the County and District Councils.
- Councillors' surgeries had been proposed for all three Authorities (Town, District and County). Cllr. Wearing would rearrange his diary to attend.

The Bloom Group

Members noted a presentation from Jan Tomlinson from The Bloom Group.

Jan presented the Town Council Chairman with the Cumbria in Bloom award for Silver Gilt.

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Public Participation: Public Have Your Say

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

- Jan Tomlinson** Made a representation to members with regard to:
The Civic Society Bloom Group has entered the town in the Cumbria in Bloom Competition for several years. The Group feels it is now time to hand over the Bloom Competition to the Town Council and that this is an opportunity for the Town Council to encourage all the groups in Grange to work together.
The group will continue to organise Grange in Bloom Awards, maintain the planted tubs around town, improve the public gardens and organise Open Gardens Day.
The group has been awarded the Transpennine National Community Rail Award for Best Station Garden and Large Floral Display.
The group has won a trophy, certificate and £250 which will be spent on further improvements to the station gardens.
- Council Response** Cllr. R. Shapland congratulated and thanked the Grange in Bloom Group.
- Nick Thorne** Made a representation to members with regard to:
Mr Thorne congratulated the Town Clerk on her appointment and spoke in favour of the staff team, saying that the staff team were the Town Council's greatest asset.
He was concerned that the previous Chairman had resigned due to lack of support and encouraged Council Members to work as a team with each other and the staff.
Mr Thorne felt that it was critical to the success of the Council that everyone worked together.
- George Parr** Made a representation to members with regard to:
Mr Parr was concerned about the conduct of Council members; that he had been interrupted by a member during his 'Have Your Say' at the last meeting and was concerned about the conduct of a Town Council representative at the LAP meeting.
Mr Parr was also concerned about item C15/092 on the previous agenda, the appointment of the Town Clerk; that the then Chairman of the Council had put forward advice from national bodies which had been ignored by members.
Mr Parr felt that the Council's approved Recruitment and Selection Policy had not been adhered to.
He was concerned about the lack of unity within the Council and urged members to work together for the good of the town.
- Frank McCall** Made a representation to members with regard to:
1. As a resident of Charney Well Lane he expressed appreciation of the Traffic Regulation Order (TRO) recently approved.
He queried when action would be taken to enforce the TRO and when the signs would be updated and said that residents would also like a reduced speed limit.

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2. On behalf of resident Margaret Brennand, he asked whether the current Council planned to continue to use Advisory Groups and commented that she felt that SLDC had not well-advertised the Leader surgery on 9 August.
3. As Chairman of The Civic Society, he asked when the missing sign on The Esplanade would be replaced and whether the road signage outside the station could be reviewed, why traffic calming was being considered on Allithwaite Road but not on The Esplanade and whether disc parking could be introduced in Grange. He also pointed out that the clock had not been repaired yet.

C15/99	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.	

C15/100	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/2015/0745

Land at Kents Bank Road (Tricketts Field)

Discharge of Conditions: 3, 6, 8, 9, 10, 13, 16, 20 & 24 attached to planning permission SL/2014/1036

Discharge Conditions

OBJECTION

Grange Town Council OBJECTS to the discharge of conditions on the following grounds:

Condition 6:

GTC requests that:

- All construction staff and suppliers park on site not on surrounding roads.
- The storage compound on the Prom is screened from Prom users and noise nuisance is minimised.
- The site manager's phone number is made available to residents.
- Noisy activities and disturbance are restricted to 10am – 4pm.

Condition 8:

The application is incomplete as this condition is missing - See Conservation Officer's response.

Condition 9:

This condition has not been satisfied as all the surface water runoff statistics used in the calculations seem to be based on national statistics and are not local to the area. The risk is that there will be a significant under-capacity in provision if a local weighting is not applied. Full accurate acceptable local rainfall stats are available from Grange Town Council.

Condition 10: Maintenance plan not provided.

Condition 24: No scheme submitted.

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b. SL/2015/0833

North & East Barns, Blawith Farm, Lindale Road

Conversion of two barns into two dwellings

Full Planning

RESOLVED

OBJECTION

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

1. **Overdevelopment** of a site surrounded by Brown Robin nature reserve. Detrimental cumulative impact on character, from semi-rural to semi-urban. Developing East Barn would produce a visually acceptable courtyard cluster. North Barn is outwith the cluster and protrudes into nature reserve land.
2. **Unacceptable Traffic Impact.** Plans have eleven new parking spaces, suggesting that a semi-commercial use is intended. This many more vehicles would mean an unacceptable volume of traffic would be created on a substandard track, and increased volume of traffic regularly exiting onto B5277 at the Netherwood, on a dangerous exit with restricted visibility.
3. **Unacceptable removal of at least 27 trees** purely to 'improve appearance' of site. These include trees valuable to wildlife and insects. No ecological impact assessment. No over-riding need to justify their removal, and no mitigating measures provided. **Trees are on Cumbria Wildlife Trust land and belong to them.**
4. No bat survey provided on barn buildings as they stand.
5. No preliminary consultation with Cumbria Wildlife Trust to minimize ecological impact. No comments from Cumbria Wildlife Trust – have they been informed?
6. **Surface water runoff – no plans.** Site is thin soil over limestone. No assessment of flood risk from runoff, or potential destabilization of steep wooded hillside above Windermere Rd car park. Flooding from runoff destabilized and brought down several trees at one end of the car park last year.

2. Delegated Authority

NOTED

The following items were responded to under delegated authority as the consultation deadline fell between meetings.

SL/2015/0591 The Manse, Fernleigh Road

Response Submitted:

NO OBJECTION

Grange Town Council supports this application in principle as it will create much-needed car parking space and reduce parking congestion on Fernleigh Road.

However, Grange Town Council is concerned about drainage provision at the site and requests as a condition that adequate drainage is provided:

The surface water from the drainage gully and site trap is being channelled into the combined public sewer. There is no indication of whether United Utilities think the combined sewer in this area can cope with the extra runoff in storm conditions, or whether the extra volume will contribute to problems further downhill on Kents Bank Rd where there have been serious drain collapses in the recent past.

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There is also the question of where the rainwater runoff down the steps will go as it doesn't seem to be directed to an existing drain or a soak away.

Grange Town Council request that more comprehensive provision is made using permeable paving and soak away rather combined sewer and tarmac.

SL/2015/0775 Fairlands, Charney Well Lane

Removal of condition 4 (obscure glazing) attached to planning permission SL/2015/0370 (Demolition of existing dwelling & erection of replacement dwelling)

Response Submitted:

NO OBJECTION The Town Council requests the condition that the proposed fence or similar provision to maintain privacy for neighbours be provided in perpetuity.

3. Appeals

Members noted that the following applications had gone to appeal to the Secretary of State:

SL/2014/0516 Grange-over-Sands Golf Club, Meathop Road

Siting of 6 holiday chalets on stone hardstanding, laying of slate drive & parking, plus installation of wastewater treatment plant and outfall pipe.

SL/2014/0880 Land at Jack Hill, Allithwaite

18 dwellings, including 6 affordable, alterations to road junction & creation of a pedestrian crossing.

C15/101	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 and that Cllrs J. Shapland and Thomas had verified in place of Cllr. Woods who resigned in August.
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 (September and October 2015) 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 Thomas 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 Greenway would complete online authorisation of payments for the next payment period.

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GRANGE-OVER-SANDS TOWN COUNCIL

Payments for Approval

September 2015

<u>1 Accounts for Payment</u>		£
<u>Cheques (Nat West)</u>		
172 Dr Pattison - IC stock		20.00
Petty Cash		29.70
<u>Direct Debits (Nat West)</u>		
1- M6 SLDC - Non.Dom Rate. V. Hall		552.00
2- M6 SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office		137.00
3- M6 SLDC - Non.Dom Rate Police Room 4		86.00
147 SAGE - Sage 50 Accounts Extra annual renewal		645.60
159 British Gas - V Hall gas 31 July to 26 Aug 15		14.09
167 Npower - Prom Lido toilets elec 1 May to 31 Jul 15		44.08
168 Npower - C Hill toilets elec 1 May to 31 Jul 15		100.39
169 Npower - V Hall elec 1 May to 31 Jul 15		553.71
170 Barclaycard transaction fees August 2015		21.87
Total Nat West account		£ 2,204.44
<u>Unity Trust</u>		
144 Daniel Hire - mobile toilets Band Concerts 29/6 to 2/8	150.00	
173 Daniel Hire - mobile toilets Band Concerts 3/8 to 30/8	120.00	270.00
145 Builders Supply - cable ties V Hall		11.33
146 Intouchcrm - website monthly hosting August 2015		35.99
148 Zurich Management Services - LCAS seminar T Clerk		36.00
150 Bayscapes (A Mortimer) - IC stock		24.00
151 PR Books - IC stock	36.54	
152 PR Books - IC stock	153.09	189.63
153 GRM Webster - IC stock		39.10
155 Viking – stationery		56.32
156 WB Electrical - bandstand repair to lock elec enclosure		65.40
157 Wilson Robinson - V Hall flooring (corridor)		534.24
158 Duddon Fire - V Hall annual fire maintenance service		115.80
160 R Rhodes Ltd - V Hall repair tap leak		36.00
161 SLDC - annual rental 15-16 Yewbarrow Allotments		217.00
162 CM Signs - Town Sign (Meathop Road)		105.60
164 Healthmatic Public Conveniences cleaning Aug 2015		1,590.00
165 Joel Davenport - V Hall window cleaning		30.00
166 Lengthsman - August 2015		385.00
171 Cordee - IC stock		48.65
Total Unity Trust account		£ 3,790.06
Total accounts		£ 5,994.50

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2	<u>Salaries, PAYE & N.I. (Unity Trust)</u>	
	Total Salaries	£ 5,266.29
	HMRC PAYE & NI - Tax Month 5	£ 1,278.60
		£ 6,544.89
	 Total Unity Trust account	 £ 10,334.95
	 Total all payments for approval	 £ 12,539.39
3	<u>Accounts paid in previous month – approved</u>	
	<u>Unity Trust</u>	
	Grange Festival of Arts (grant C15/157)	300.00
	<u>Nat West</u>	
	<u>Cheques</u>	
	 <u>Accounts paid in previous month - not yet approved</u>	
	<u>Unity Trust</u>	
	8TC Flookburgh Band Proms tickets reimbursement	480.00
	<u>Nat West</u>	
	<u>Cheques</u>	
	 <u>Direct Debits</u>	
	149 Plusnet 9/08 to 8/09 2015 - tel & broadband	64.11
	154 XLN calls & line rental September 2015	30.71
	 Total Accounts paid in previous month	 £ 874.82
	Grand Total	£ 13,414.21
4	<u>Alto Prepaid Card (Pre-Authorised £1,000.00)</u>	
	163 Land Registry Search	3.00
	Top-up card	1,000.00
5	<u>Bank Balances</u>	
	NatWest Current Accounts	34,155.22
	Unity Trust Bank	132,427.97
	Alto Prepaid Card	279.20
6	<u>Transfers between bank accounts</u>	
	Nat West IC to Nat West T Council	3,000.00

GRANGE-OVER-SANDS TOWN COUNCIL

Payments for Approval

October 2015

		£
1	<u>Accounts for Payment</u>	
	<u>Cheques (Nat West)</u>	
	197 G Porter & Son - Prom Lido toilet door painting	60.00
	Grange Allotment Society -	

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(allotment holder direct payment in error) 8.00

Direct Debits (Nat West)

1-	M7	SLDC - Non.Dom Rate. V. Hall	552.00
2-	M7	SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office	137.00
3-	M7	SLDC - Non.Dom Rate Police Room 4	86.00
	174	U Utilities - IC wastewater 1 Apr 2015 to 31 Mar 2016 -2nd half	61.67
	175	U Utilities -Room 4 wastewater 1 Apr 2015 to 31 Mar 2016 -2nd half	61.67
	182	U Utilities - Orn Gardens PC water 9/6 to 2/9	239.64
	186	U Utilities - C Hill PC water 28/5 to 5/9	174.20
	187	U Utilities - V Hall water 28/5 to 5/9	369.99
	188	Npower - Christmas Tree admin elec 1/6 to 11/8/15 (recoverable)	8.59
	189	U Utilities - Prom Lido PC water 11/6 to 14/9 15	256.45
	209	SAGE - monthly Payroll software & support Oct 15	33.60
	212	Barclaycard transaction fees September 2015	26.60
		Total Nat West account	£ 2,075.41

Unity Trust

178	Ian Lockyer - timber frame sink Bandstand		330.00
179	CALC - T Clerk training Pensions 4 June 15		5.00
177	Lancasters - paint Prom Lido door & replacement loppers for Lengthsman	25.50 <hr style="width: 100%;"/> 20.00	45.50
180	Ian Stoney - final two thirds Cedric bronze		1,500.00
181	Grange Now - Neighbourhood Plan ad	337.50	
202	Grange Now - Monthly ad Oct T Council details	<hr style="width: 100%;"/> 48.00	385.50
183	WB Electrical - Bandstand Store elecs & removal of speakers	344.92	
211	WB Electrical - PAT testing V Hall appliances	<hr style="width: 100%;"/> 657.60	1,002.52
185	Daniel Hire - mobile WC Bandstand 31/8 to 6/9/15		48.00
190	YPO – stationery	10.92	
191	YPO – stationery	44.96	
192	YPO - cleaning materials V Hall	<hr style="width: 100%;"/> 19.01	74.89
193	Ian Robinson - IC stock		87.00
194	Alan Godfrey Maps - IC stock		32.50
195	Yellow Publications - IC stock		106.41
196	PR Books - IC stock		178.59
198	Shorrocks Trichem - V Hall cleaning materials		7.02
199	SLCC Enterprises - Clerks Manual 2013		50.50
200	SAGE - payroll slips		32.95
201	SLDC - Grange Fell Allotments rent 1/10 15 to 30/09 16		420.00
203	Brayshaw Heating - V Hall gas boilers service & part		205.80
204	Healthmatic Public Conveniences cleaning Sep 2015		1,590.00
206	Intouchcrm - website monthly hosting September 2015	35.99	
207	Intouchcrm - website monthly hosting October 2015	<hr style="width: 100%;"/> 35.99	71.98
208	Plan-et - Neighbourhood Plan consultants		1,325.00
213	NPS NW Ltd - V Hall roof condition survey		744.00
214	Lengthsman - September 2015		319.00

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215	Cardtoons - IC stock	76.51
216	Incontinence Choice - IC stock (radar keys)	28.55
217	Builders Supply - wood dressing room windows	2,629.61
Total Unity Trust account		£ 11,296.83

Total accounts	£ 13,372.24
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2 Salaries, PAYE & N.I. (Unity Trust)

Total Salaries	£ 5,157.59
HMRC PAYE & NI - Tax Month 6	£ 1,275.34
	£ 6,432.93

Total Unity Trust account	£ 17,729.76
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Total all payments for approval	£ 19,805.17
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3 Accounts paid in previous month - not yet approved

Unity Trust

Band Concert - Flookburgh Band 29/6, 19/7 & 30/8		300.00
9TC Westmorland County Show tickets reimbursement		1,465.20
10TC Ten64 Productions/C Bannister tickets reimbursement		169.20

Nat West

Cheques

Band Concert - Burneside Brass Band 6/9	100.00
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Direct Debits

176	Plusnet 9/09 to 8/10 2015 - tel & broadband	54.44
184	XLN calls & line rental October 2015	33.36
210	SAGE - monthly Payroll software & support Sep 15	33.60

Total Accounts paid in previous month	£ 2,155.80
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Grand Total	£ 21,960.97
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4 Alto Prepaid Card (Pre-Authorised £1,000.00)

205	MLEC - microphone antennae	32.04
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5 Bank Balances

NatWest Current Accounts	103,607.76
Unity Trust Bank	119,429.06
Alto Prepaid Card	1,278.70

6 Transfers between bank accounts

TOWN COUNCIL OF GRANGE – OVER – SANDS

C15/102

Grants

9

- a. Members noted that there were no new grant applications to consider this month.
- b. Members noted that Grange Town Council contributed each year to the 1st Grange & Cartmel Scout Group by photocopying their Christmas fundraising quiz, valued at £60. At Full Council on 13 October 2014 (Ref: C14/093c) members resolved that this contribution should be made annually to the Scouts without the requirement of a formal application to Council provided that the total amount of copying remained at 1000 copies.
- c. Members noted that the photocopying of the Scout Group Christmas quiz was underway in the Council office.

RESOLVED

That the £60.00 grant to the Scouts was approved to be continued as before provided that the total maximum amount of copying remained at 1000 copies.

C15/103

Consultations

10

Members considered participation by councillors in appropriate consultations:

- a. South Lakeland District Council revised Statement of Gambling Licensing Policy is currently in consultation. The consultation opened on Monday 31st August 2015 and will close on Monday 20th November 2015. This is an online survey through the SLDC website. The draft policy is available online. Grange Town Council has been invited to comment and members can choose to comment individually online or agree to collate a group response.

RESOLVED

That individual councillors would respond to the consultation online if they wished.

- b. To note that the Council was invited to take part in the Cumbria County Council Traffic Regulation Order Consultation and that the Town Council expressed support for the implementation of the Traffic Regulation Order for Charney Well Lane – Prohibition of Motor Vehicles Except for Access. The deadline for this fell between meetings and the response made due to the large amount of correspondence from the public asking the council to respond in support of the Order.

C15/104

Meeting Updates from Members

11

Members received reports from meetings and briefings attended since the last full Council meeting.

Members noted that when possible written summaries would be made available prior to the meeting to enable the public to fully engage in matters.

a. Meeting with SLDC Arborist

NOTED

A spoken report from Cllr. R. Shapland:

Cllr. R. Shapland met Graham Nicholson (SLDC Arborist) and Deb Wright (SLDC Principal Community Spaces Officer) and Cllr. J. Shapland on 24 September.

17 individual trees and shrubs in the Ornamental Gardens, Allotments, Community Orchard, Victoria Hall, Park Road Gardens, and Promenade and opposite the Fire Station were discussed as all were considered to need attention, being either dead, dying or have branches which could be considered dangerous. Permission was given for the 3Ps volunteers to deal with three of the shrubs, while SLDC would, in due course, be responsible for taking action with the remainder.

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b. Berners Car Park Signage

NOTED A spoken report from Cllr. R. Shapland:
Cllr. R. Shapland reported on a meeting he attended with District Cllr. Giles Archibald, District Cllr. Eric Morrell, Peter Endsor (Chairman of the Chamber of Trade) and the Town Clerk concerning Berners Car Park signage. He reported that a subsequent meeting with Deb Wright (SLDC Principal Community Spaces Officer) where it was agreed that three or four signs were needed to direct from Berners car park to Clare Lane Bridge.

c. Car Park Information Boards

NOTED A spoken report from Cllr. R. Shapland:
Cllr. R. Shapland reported on a meeting between Deb Wright (SLDC Principal Community Spaces Officer), Lynne Harrison-Speight (Information Centre Manager) and Cllr. Hathorn about Car Park Information Boards. The group were working together to produce these and SLDC would be producing drafts.

d. Bloom Group

NOTED A spoken report from Cllr. Thomas:
Cllr. Thomas reported on the recent Bloom Group meeting, that the group had done well in Cumbria in Bloom and in receiving the Transpennine Award. The group were planning further work at the station and bulb planting at Coxes Corner.

e. Civic Society

NOTED A spoken report from Cllr. Thomas:
Cllr. Thomas reported that she had attended the meeting on behalf of Cllr. Greenway and that the handing over of Cumbria in Bloom to the Town Council had been discussed.

f. Furness Line Community Rail Partnership

NOTED A spoken report from Cllr. Ingle:
Cllr. Ingle reported on the recent meeting of the Partnership, that the award for the Lancaster – Carlisle franchise would be announced in the first week of December. The next meeting of the Partnership would be 10 December at Grange. The tender had included the brief for 'transformational improvement' so hopes were high for an improved service.

g. Development Brief MN25M

NOTED A spoken report from Cllr. Greenway:
SLDC had delivered a Development Brief place-making workshop on 8 October. This site may involve building 200 new houses and a commercial area and as such, would have a big impact on the whole town. There will be a six week public consultation which the Town Council will need to respond to and take part in.

C15/105

Chairman's Update

12

Members received an update from the Chairman about works in progress.

- Door at the Lido public conveniences has now been painted.
- Grange Fell Allotments – a sleeping policeman put in to divert rainwater was not satisfactory and this is being remedied.
- Orchard grass – Deb Wright (SLDC Principal Community Spaces Officer), will meet with representatives of Civic Society in spring to agree a mowing regime.
- Surgery with SLDC Leader Peter Thornton and CEO Lawrence Conway took place.

TOWN COUNCIL OF GRANGE – OVER – SANDS

C15/106	Neighbourhood Plan	13
Members noted a progress report from the Steering Committee Spokesperson Cllr. Greenway:		
<ul style="list-style-type: none">• The Steering Group is continuing to work on policies and evidence to support them.• There will be a public display of the main points of the plan in the Victoria Hall foyer in December.• The full public consultation and referendum is planned for the New Year.• Thanks to Cllr. Hathorn who created and ran a survey on shopping habits on Grange Community Facebook page. It received over 60 responses and an interesting range of suggestions for what shops and facilities are not represented in Grange.• The Steering Group spokesperson, the Town Clerk and three residents from Kents Bank attended the Development Brief Workshop run by SLDC for the mixed use development site south of Allithwaite Rd.• Contributions based on the Neighbourhood Plan objectives were put forward and accepted positively.		
C15/107	Grange Area Saturday Bus Service	14
Members noted the update on the situation regarding Saturday Bus Service provision and that information has been requested from Cumbria County Council.		
C15/108	Berners Plaque Installation	15
Members received an update from Cllr. Greenway regarding the plaque installation at Berners and noted that this item had been included in the Council's insurance cover at no additional cost.		
C15/109	Councillor Surgeries	16
Members received a progress report on the Councillor Surgeries from Cllr. Thomas and considered future surgeries.		
RESOLVED	<ol style="list-style-type: none">a. That Cllr. Thomas would organise a joint surgery with County and District Councillors at the Library on 14 November 2015, 10am - 12.b. That Town Councillors surgeries would be continued at the Library as an action from the Community Led Plan.	
<i>Cllr. J. Shapland left the meeting at 8.40pm and Cllr. R. Shapland gave her apologies.</i>		
C15/110	War Memorial	17
Members considered the correspondence from the Monumental Sculptors and considered actions.		
Members noted that Cllr. Morrell would contribute his SLDC personal allowance of £1,000 towards the project and thanked him.		
RESOLVED	That other quotes would be sought to ensure best value.	

TOWN COUNCIL OF GRANGE – OVER – SANDS

C15/111 Police Provision – Resident Concerns 18

Members considered correspondence from a resident to Cllr Harvey and considered actions.

RESOLVED

- a. That the Town Clerk would contact the PCC to raise concerns and request a meeting.
- b. That the Town Council reps, Cllr. J. Shapland and Ingle, would take the issue to the Local Area Partnership.

C15/112 Victoria Hall Future 19

Members noted the update on the future of Victoria Hall and considered setting up an Action Group to focus on the Victoria Hall.

RESOLVED

- a. That an Action Group was set up to work on the Victoria Hall future, Cllr. Thomas would lead the group and members involved would be Cllrs. Walmsley, Thomas, R. Shapland, Hathorn, Greenway, and Harvey.
- b. That the Action Group would meet on Monday 19 October after the 7pm meeting to discuss the remit for the Group.

C15/113 Victoria Hall Maintenance 20

Members considered the report on the Victoria Hall Maintenance Programme.

RESOLVED

- a. **Victoria Hall Roof**
That new quotes are sought for the roof repairs to replace lime render and to include repairs to the slates and ridge tiles.
- b. **Victoria Hall Roof**
That the quote for inspection of timbers £85 is taken up to carry out an inspection for pests in the timbers in the roof space over the offices.
- c. **External Decoration**
That quotes are sought for external decoration first floor front windows & for rest of building excluding dressing rooms, to include downspouts and guttering.
- d. **Council Chamber ceiling decoration**
That getting quotations for the work was deferred.
- e. **Glass Passage**
That the quote from NPS to inspect & provide scheme of work: £650 + VAT is accepted and the report commissioned.
- f. **Stage Floor**
That quotes are sought to replace the stage floor.

NOTED

- a. **Kitchen Refurbishment**
Update from the Victoria Hall Manager on progress towards the refurbishment of hall kitchen.
- b. **Dressing Room Windows**
Phase 1 women's dressing room & toilet completed. Phases 2 and 3 (men's dressing room, toilets, kitchen and landing area) should be completed by November.
- c. **Electrical Circuits Inspection/Testing**
That this is due every 5 years and was carried out at the end of July; payment for this recorded on the September payment list.

TOWN COUNCIL OF GRANGE – OVER – SANDS

C15/114	Governance	21
	<p data-bbox="443 230 727 259">a. Risk Assessments</p> <p data-bbox="491 271 1123 300">Members noted the report for risk assessments.</p> <p data-bbox="300 309 440 338">RESOLVED</p> <p data-bbox="584 309 1485 376">That the risk assessments for Finance, Governance, Website & IT and Business Continuity were approved.</p> <p data-bbox="443 427 683 456">b. Asset Register</p> <p data-bbox="491 465 1433 573">Members noted the reviewed Asset Register and that the item ‘Artwork panels on the teen shelter’ would be removed and replaced by the new panels when the repair was complete.</p> <p data-bbox="443 622 1038 651">c. Effectiveness of Internal Control Systems</p> <p data-bbox="491 660 1474 728">Members considered the review of the effectiveness of Systems of Internal Control.</p> <p data-bbox="300 736 440 766">RESOLVED</p> <p data-bbox="595 736 1406 804">i) That the review of the effectiveness of Systems of Internal Control was approved.</p> <p data-bbox="595 813 1481 920">ii) That convening the Personnel Committee for annual staff appraisals would be on the agenda for the next (November) Full Council meeting.</p> <p data-bbox="595 929 1458 996">iii) Town Clerk to investigate getting Code of Conduct Training for Members.</p> <p data-bbox="443 1008 746 1037">d. Internal Audit Plan</p> <p data-bbox="491 1046 1082 1075">Members considered the Internal Audit Plan.</p> <p data-bbox="300 1084 440 1113">RESOLVED</p> <p data-bbox="544 1084 1177 1113">That members approved the Internal Audit Plan.</p> <p data-bbox="443 1164 708 1193">e. Internal Auditor</p> <p data-bbox="491 1202 1490 1232">Members considered the report on the appointment of the Internal Auditor.</p> <p data-bbox="300 1240 440 1270">RESOLVED</p> <p data-bbox="544 1240 1262 1270">That Mrs Jean Airey was appointed as Internal Auditor.</p> <p data-bbox="443 1321 863 1350">f. Appointment of Town Clerk</p> <p data-bbox="491 1359 1490 1467">Members noted that further to the resolution made at the previous meeting (C15/092) Claire Benbow was appointed Town Clerk (Responsible Financial Officer and Proper Officer) on 20 August 2015.</p>	
C15/115	Training	22
	<p data-bbox="443 1552 1481 1619">a. Members considered CALC training for members and staff in budgeting and business planning as proposed by Cllr Greenway.</p> <p data-bbox="491 1628 1406 1657">Members noted that this was available at the cost of £200 from CALC.</p> <p data-bbox="300 1666 440 1695">RESOLVED</p> <p data-bbox="528 1666 1458 1733">That members wished to have training and the Town Clerk would liaise with CALC to organise a date.</p> <p data-bbox="443 1785 1485 1933">b. Members considered the Information Centre Manager receiving website training at the cost of £100, having noted the risk of not having staff trained to use the site identified in the risk assessments discussed earlier in the agenda.</p> <p data-bbox="300 1942 440 1971">RESOLVED</p> <p data-bbox="528 1942 1458 2009">Members approved the Information Centre Manager receiving website training at the cost of £100.</p>	

TOWN COUNCIL OF GRANGE-OVER-SANDS

C15/116

Signatories

23

RESOLVED

Nat West Account

- a. That the authorised signatories in the current mandate for this account be amended to remove William Woods and add Ann Walmsley;
- b. The signing rules in the current mandate for the account detailed in section 2 be replaced in accordance with section 4 and/or;
- c. The authorised signatories in the current mandate, for the account in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

Nat West Information Centre Account

- d. That the authorised signatories in the current mandate for this account be amended to remove Paul Fitt and William Woods;
- e. The signing rules in the current mandate for the account detailed in section 2 be replaced in accordance with section 4 and/or;
- f. The authorised signatories in the current mandate, for the account in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

Town Council Unity Trust Account

- g. That the authorised signatories in the current mandate for banking, for the Town Council's Unity bank account, be amended to remove William Woods and add Ann Walmsley as signatory.
- h. The amendments to the Mandate for the operation of the bank account, payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank's procedures and the Mandate.
- i. The Bank is entitled to rely upon the amended Mandate until it receives a later Mandate amending it and the Bank is entitled to reply on instructions given by any person named in Section 3 and may disclose any information relating to the account to any such person.
- j. The Bank will be notified in writing of any changes to the organisation as per the terms and conditions of the account.
- k. The Bank is under no duty to make enquiries before acting on the instruction of any person named in Section 3

C15/117

Next Meeting

24

NOTED

That the next Full Council Meeting would be held at:
Monday 9 November 2015, 7.00pm Victoria Hall, Main Street, Grange-over-Sands

There being no further business, the meeting closed at 9.35pm

Signed:

Date:

Chair of Grange-over-Sands Town Council