

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman:
Cllr. Ron Shapland M.B.E.

Vice Chairman:
Cllr. Tricia Thomas

Town Clerk:
C. Benbow



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

Dear Councillor

You are summoned to attend the Meeting of the Town Council in accordance with Schedule 12 para.10(2) (b) of the Local Government Act 1972, to be held in the Victoria Hall, on Monday 14 December 2015 at 7.00pm.

(Please Note: Under the Openness of Local Government Bodies Regulations 2014 this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public)

AGENDA FULL COUNCIL MONDAY 14 DECEMBER 2015

1. Apologies for Absence

To receive and note apologies from members.

2. Declaration of Interests and Dispensations

Members to disclose their interests in matters to be discussed and to decide requests for dispensations.

3. Public Participation

To receive reports from the following:

- a. Police Report
- b. District Council Report
- c. County Council Report
- d. Mayors Report

Have Your Say: Members of the public are invited to speak on matters related to the agenda for up to three minutes.

4. Minutes of the Previous Meeting

To authorise the Chairman to sign the Minutes of the Meeting of the Town Council held on Monday 9 November 2015 as a true record.

5. Public Bodies (Admission to Meetings) Act 1960

To consider if any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

6. Planning

To consider Planning Applications as circulated and to note submissions to planning applications considered under delegated authority. Please note that planning applications may be considered at late notice.

7. Monthly Payments Councillor Verification and Payment Approval

- a. To note 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 can verify their authenticity.
- b. To note that two councillors verified that the monthly bank reconciliation has taken place.
- c. To approve and authorise the payment of accounts and wages as recorded in the payments list.
- d. To identify and approve two councillors to verify the invoices and payments for the next payment period.
- e. To identify and approve two councillors to complete the online authorisation of the payments for the next payment period.

8. Grants

To note that there were no grant applications to consider this month.

9. Consultations

- a. To consider and approve responses (circulated) to the following consultations:
 - i) Development Management Policies Development Plan Document – Issues and Options Discussion Paper.
 - ii) Consultation on Draft Statement of Community Involvement (SCI)
- b. To consider council's response to the Development Briefs Phase 2 – Issues and Options Consultation (details circulated) Closing date is Friday 29 January 2016.

10. Elected Officers of the Council

To note the report regarding the roles of Chair and Mayor. (circulated)

11. Meeting Updates from Members

To receive reports from meetings and briefings attended by councillors since the last full council meeting including:
Cllr. Greenway – Friends of Kents Bank Foreshore.
Cllr. Thomas – Edwardian Festival Committee.

12. Chairman's Update

To receive an update from the Chairman about works in progress.

13. Neighbourhood Plan

To receive a progress report from the Steering Committee Spokesperson Cllr. Greenway.

14. Planning Matters

- a. To consider setting up a Planning Advisory Group to meet in the week prior to Full Council with the remit of discussing applications and presenting draft responses to Full Council for discussion by all members.
- b. To note that South Lakeland District Council's Overview and Scrutiny Committee examined some aspects of public participation in the planning process and have created a Town/Parish Opportunities Template. (circulated)

15. Parish Hall

- a. To note correspondence from SLDC Conservation Officer (circulated) further to previous meeting item C15/136 regarding the Listed Building Proposal for the Parish Hall.
- b. To note that Progressions Solicitors have requested a meeting with the Town Council to discuss their proposals for the development of the Parish Hall and to agree a response.

16. Drainage Assessment

To consider the document attached and the proposal from Cllr. Harvey that it is adopted by the Town Council.

17. Promenade Recreation Ground

To consider options for the Recreation Ground and Cllr. J. Shapland's proposal to operate the facility. (Report and two attachments circulated)

18. Victoria Hall Action Group

- a. To note the report from Cllr. Thomas and consider the proposal that the group holds a public meeting, open to the whole town, to ask for opinions, ideas and support. (circulated)
- b. To note the correspondence from Grange Lecture Society and consider a response. (circulated)

19. Victoria Hall Maintenance and Repairs Programme

To note the report and consider actions. (circulated)

20. Small Contractors Register

To consider adopting the revised Small Contractors Register as outlined by Cllr. R. Shapland in his report. (circulated)

21. War Memorial

- a. To note that four companies have been approached but only one quote received for renovating the tablets. (circulated)
- b. To note that District Councillor Eric Morrell is contributing his SLDC personal allowance to the project.
- c. To consider approving the works as quoted.

22. Councillor Surgeries

To note that Cllr. Greenway is proposing to hold a pilot councillor surgery at Abbot Hall for residents of Kents Bank.

23. Budget

- a. To note Budget Key Features and Summary document. (circulated)
- b. To consider and approve the draft 2016-17 Budget. (circulated)

24. Parish Remuneration Panel Report 2016/17

To note the Parish Remuneration Report 2016/2017 and letter to councils and consider adopting the expenses recommended. (both circulated)

25. Internal Audit

To note the Internal Auditor's report dated 18 November and that there were no recommendations which confirms that the council finances are operated in compliance with The Accounts and Audit Regulations. (circulated)

26. PAYE and VAT outsourcing

- a. To note point (m) of the Summary and Key Features 2016/17 document regarding the transfer of PAYE/VAT/payroll to the external accountant. This was approved at the previous meeting (ref: C15/138) is circulated as part of agenda item 23.
- b. To approve the transfer of PAYE/VAT/payroll to Lamont Pridmore.

27. Procurement of Audit for Smaller Authorities

To consider the report from the Town Clerk and resolve whether to remain included in the Sector Led Body Audit procurement or opt out. (report circulated with 2 attachments)

28. Training

- a. To note that Cllrs. R. Shapland, Harvey, Thomas, Greenway, Hathorn and Endsor, the Information Centre Manager and Town Clerk attended CALC budget and business planning training on 26 November.
- b. To note that the Town Clerk attended Social Media training session at SLDC organised by the Local Area Partnership on 2 December.

29. Staffing Matters

To note that the Town Clerk has completed staff appraisals and to consider recommendations from the Staffing Committee as a result of these.

30. Next Meeting

To note that the next Full Council Meeting will be held:

Monday 11 January 2015 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm

Signed *C. Benbow*

C. Benbow, Town Clerk