

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:
Cllr. Roger Handley

Vice-Chairman/Deputy Mayor:
Cllr. Ann Walmsley

Town Clerk:
Mrs. 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 11 December 2023 at 7.00pm.

Note: Under the Openness of Local Government Bodies Regulations 2014 this meeting was advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or the public.

Signed  C. Benbow, Town Clerk

AGENDA FULL COUNCIL MONDAY 11 DECEMBER 2023

1. Apologies for Absence

To receive and approve apologies from members.

2. Public Participation: Have Your Say

Have Your Say: Members of the public are invited to speak.

3. Reports

To receive the following reports:

- a. Westmorland and Furness Council Report
- b. Mayor's Report

4. Minutes of the Previous Meeting

To authorise the Chairman to sign the Minutes of the Meeting of the Town Council held on Monday 13 November 2023 as a true record.

5. Declaration of Interests and Dispensations

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

6. 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.

7. Planning

To consider Planning Applications as circulated and to note submissions to planning applications considered under delegated authority.

8. 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 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.

9. Finance and Governance

a. Casual Vacancy

There is now one casual vacancy on the Town Council. Anyone interested in getting involved is invited to contact the Town Clerk or the Chairman for more information, or see www.grangeoversandstowncouncil.gov.uk

b. Council Aims and Objectives

To consider the draft Town Council's Priorities and Action Plan, last approved December 2022 and discussed at the previous Town Council meeting (*circulated*).

c. Internal Audit

To note the interim half-year Internal Audit report to 30 Sept 2023 following the Internal Audit on 23 November 2023. There were no recommendations. The Internal Auditor confirmed that the Council finances are operated in compliance with the Accounts and Audit Regulations (*circulated*).

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

To consider the draft Budget and Precept 2024/25 (*circulated*).

e. **Staff Pay Award**

To note National Association of Local Councils (NALC) announcement of staff pay award, from 1 April 2023 to 31 March 2024, of £1,925 awarded across all pay points for full time staff and pro rata for part-time staff. This was negotiated by the National Joint Council for local government services and applied to staff payments as contracted (*circulated*).

f. **IT – system renewals**

i) **Staff Machine Renewal**

To note that an office desktop computer, purchased in 2014, has come to the end of its useful life, and to approve purchase of laptop to replace it (*circulated*).

ii) **System Server**

To note that the system server is no longer supported by software, and consider the quote, from KTD, to replace it with SharePoint, a cloud-based server system. The cost of a new equivalent hard wired server would be £6,988 plus annual costs £2,217. It is recommended that Council approves SharePoint wireless system costing £2,257 with £810 annual costs (*circulated*).

10. Consultations

To consider the Council's participation in appropriate consultations: None received.

11. Updates from Members

To receive Councillor updates on works in progress and meetings and events attended, including:

- a. Cllr. Handley – Travel Hub at Grange Station.
- b. Cllr. Thomas – Peninsula Environmental Action Together Meeting.
- c. Cllr. Thomas – Furness Line Community Rail Partnership Meeting.
- d. Cllr. Thomas - Cumbria Better Connected Meeting.
- e. Cllr. Logan – Christmas Tree Committee

12. Victoria Hall

a. **Hire Administration**

- i) To note that the Victoria Hall booking form, conditions of hire and fire safety info for hirers have all been updated, and published on the Town Council's website.
- ii) To consider revised fee structure (*circulated*).

b. Key Holders Policy

- i) To note that a new system for key holders has been implemented.
- ii) To approve the Key Holders Policy for inclusion in the Town Councils Policies and Procedures Schedule (*circulated*).

c. Victoria Hall Christmas Fair

The event took place on Saturday 2 December. To receive a report from Cllr. Thomas.

d. Vandalism

To note that the window of Room 4 was broken, on a Saturday night in November, a smashed tequila bottle found beside it. Repair was completed 24 November 2023, costing £480.

13. Rec Ground Safety Signs – Theft

To note that the safety signs on the new street workout equipment on the Prom, installed in September 2022, were all stolen.

The cost of the metal sign was £619.20.

A new sign quote has been requested and stickers with the information have been installed on the equipment.

14. Westmorland and Furness Council Updates

Grit Bins

To note that anyone can check if the grit bin on their street is owned by WFC by using the postcode search on the map on their website <https://www.westmorlandandfurness.gov.uk/salt-bins>.

If it is, and they find it empty, they can submit this on the highways online reporting form found on the WFC website, or call the Highways Hotline on 0300 373 3306. They'll raise this and a team will be out when resource allows.

15. Peninsula Environmental Action Together (PEAT)

To note that Grange Town Councillors met representatives from PEAT, on 22 November 2023, to discuss their ideas for grant fundraising for biodiversity projects. Cllrs. Handley, Thomas, A. Walmsley, E. Walmsley, Greenway, and Logan, and the Town Clerk took part.

16. Bailey Lane Level Crossing

To note update from Westmorland and Furness Council received 17 November that:

The above crossing is physically closed and legally closed with a traffic regulation order that expires on 6th April 2025. The applicant for the above Order Network Rail has, following the above Council's decision to abandon the Order, informed me that they will be applying directly to the Secretary of State under section 120 of the Highways Act 1980 for the permanent legal closure of this crossing.

With this in mind I do not think it appropriate at this moment in time for the Council to ask Network Rail to reopen the crossing. Evidently, this situation may change if Network Rail fail to apply to the Secretary of State for a permanent closure in the next 6 weeks or if their application is unsuccessful.

(documents circulated).

17. Commemorative Tree Planting

To note an update from Cllr. Thomas on the project to plant commemorative trees, for the Coronation of King Charles III and the death of Queen Elizabeth II.

18. Staffing Committee

To note draft minutes from the meeting of the Staffing Committee held Wednesday 4 December, 7pm, and consider recommendations *(circulated)*.

19. Next Meeting

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

Monday 8 January 2024 at the Victoria Hall, Main Street, Grange-over-Sands, 7pm