

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 10 July 2023 commencing at 7.00 pm.

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

In attendance: Westmorland and Furness Unitary Councillor P. Endsor and 3 members of the public.

Minute Ref:	Agenda No:
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C23/47	Apologies for Absence	1
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Apologies were received from Cllr. Mason who was absent due to other commitments.

RESOLVED

That apologies from Cllr. Mason due to other commitments were approved.

C23/48	Public Participation: Public Have Your Say	2
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There was no representation made at this point in the meeting – see item C23/54 below.

TOWN COUNCIL OF GRANGE – OVER – SANDS

C23/49

Reports

3

Westmorland and Furness Council Report

Councillor Jenny Boak sent apologies and Councillor Peter Endsor reported:

- a. WFC - All is going well with the new Unitary Council.
- b. Childrens' Services - a new director, Mil Vasic, has been appointed.
- c. Bus Service – an update on this is pending.
- d. Burglaries – the police have arrested a suspect.
- e. Road Safety at Grange Fell Allotments – Westmorland and Furness Council do not install roadside mirrors, but they have listed a request for a new speed limit. WFC did a survey over 7 days and found the average speed on Grange Fell Road was 25.4 - 30.8 mph which indicates that most drivers comply with the speed limit. The requested new speed limit alongside the allotments will require a Traffic Regulation Order which will take time.
- f. Prom Art – reported a successful event on Sunday 9 July.

Cllr. Greenway raised a planning enforcement question. Cllr. Endsor will follow this up.

Cllr. Handley raised question about parking outside Hampsfell Grange. Cllr. Endsor responded that he had reported this.

Mayor's Report

Mayor Cllr. Roger Handley reported that he attended the Grange Cancer Support Group at St. Charles Church.

C23/50

Minutes of the Previous Meeting

4

RESOLVED

That the Minutes of the Meeting of the Town Council held on Monday 12 June 2023 were accepted as a true record.

C23/51

Declarations of Interests and Dispensations

5

NOTED

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

TOWN COUNCIL OF GRANGE – OVER – SANDS

C23/52

Public Bodies (Admission to Meetings) Act 1960 – Excluded Item

6

RESOLVED

That item 18 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as the item may identify individual staff.

Unitary Cllr. Peter Endsor left the meeting.

C23/53

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/2023/0364 Monton, 10 Cart Lane

Variation of condition 1 (Replacement of the top lights on the east elevation of the dormer to clear glass, the lower parts to remain obscure glazing) attached to allowed appeal A reference APP/MO933/C22/3293807

Full Planning

RESOLVED

OBJECTION

Grange Town Council reiterates OBJECTION to the application, as previously, on the grounds that having any clear glass in these windows would cause overlooking of neighbours, be unneighbourly and an invasion of privacy.

b. SL/2023/0467 Yewbarrow Lodge, Main Street

Demolition of existing building and erection of 9 Houses and 9 apartments with associated car parking and landscaping.

Full Planning

RESOLVED

NO OBJECTION

Grange Town Council thanked the developers for responding to the public consultation and make the following comments on the application:

i) **Transport Assessment**

The Transport Assessment says that the walk from the site to the town centre takes eight minutes. The Town Council questions this and requests that the assessment is revisited. The application states that 'safe and convenient' access will be provided. The Town Council requests that the path through the woods to Hampsfell Road Carpark is upgraded.

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ii) **Flooding**

The properties on Yewbarrow Terrace are susceptible to flood. The Town Council requests that the flood risk assessment is revisited to check that any sub-surface flows that are affected by building work don't exacerbate flooding at Yewbarrow Terrace.

- c. SL/2023/0468 Garden of Pine Trees, Fernleigh Road
Proposed dwelling with associated works
Full Planning

**RESOLVED
OBJECTION**

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

i) **Over-development**

The proposed development is too big for the plot and would represent over-development of the site.

ii) **Biodiversity**

There is a lot of paving and this, and the footprint of the new house, would put pressure on tree roots and reduce biodiversity. There is concern that removing the trees would reduce shade and reduce wildlife habitat.

iii) **Use Restriction**

The Town Council is concerned that there was the potential for the ground floor to be let separately to the main house and requests that a condition is made that the development can only be used by the family.

The meeting was adjourned to welcome a member of the public and then re-opened.

- d. SL/2023/0497 Red Roofs, 46 Cart Lane
New side porch, enlargement of the existing rear extension, 2 new dormers and new windows, conversion of existing out building, in the rear garden, to form auxiliary accommodation.
Full Planning

**RESOLVED
OBJECTION**

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

i) **Use Restriction**

The Town Council is concerned that future owners might use the development as holiday accommodation so requests a planning condition that the property only be used as a single residence.

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ii) **Flood and rainwater surface runoff**

There is the proposal for more paving in the plans. This should be permeable.

iii) **Unightly and Unneighbourly**

The appearance of the dormer windows unbalances the look of the roof and there is the concern that they could cause overlooking.

- e. SL/2023/0498 Kilmidyke Cottage, Kilmidyke Drive
Erection of a first-floor conservatory
Full Planning

**RESOLVED
OBJECTION**

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

There is insufficient detail in the plans - the application is incomplete and inadequate. Planning Officer advice is mentioned but there is no evidence of this.

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

- a. SL/2023/0055 Birkin, Linden Fold Kents Bank Full Planning Grant with Conditions.
b. SL/2023/0441 Arnmore 18 Yew Tree Road Non-Material Amendment Grant
c. SL/2023/0462 Sequena, 44 Kentsford Road Non-Material Amendment Grant

C23/54 Public Participation: Public Have Your Say – late arrival

2

Made representation to members speaking on behalf of the Grange-over-Sands Community Foodshare application to the Bay Villa Trust, for funds to support the group in delivering summer activity clubs in Grange every Saturday during August.

C23/55 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.

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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. Logan 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. A. Walmsley and Greenway 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

July 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

63	Lloyds Bank Plc - Card June 2023 - Monthly fee	3.00	
63a	Amazon - 12 x C Cell batteries	14.97	
63b	Viking Office - Paper towels	26.32	44.29
64	WFC - 4/10 Non Dom Rates V Hall		603.00
65	WFC - 4/10 Non Dom Rates Rooms 1 & 3 / Council office		162.00
66	WFC - 4/10 Non Dom Rates Room 4		92.00
67	Npower - Elec Xmas Tree lights 01/04-30/04/23 (recoverable)		11.74
68	Npower - Elec Xmas Tree lights 01/05-31/05/23 (recoverable)		12.13
69	Sage - Support 01/07-31/07/23		92.40
70	Waterplus - V Hall 28/05-27/06/23		292.18
71	Corona Energy - Gas V Hall 01/04-01/05/23		2,010.16

Bank Account No. 2 - Direct Bank Payments

72	Lancasters - Keys, patio cleaner, hooks & screws		44.35
73	WFC - Rental Grange Fell allotments 01/07/23-30/06/24		477.00
74	WFC - Bandstand and Store annual rent from April 2023		37.50
75	WFC - Annual playground inspection fee		195.00
76	Abi & Tom's - 2 x Hanging baskets		60.00
77	Stage Systems - 3 x staging		372.00
78	SLCC - National Conference 2023 - Virtual attendance - CB		180.00
79	High Speed Training - 4 x Working At Height courses		124.80
80	KTD - Photocopying 26/05/23-30/06/23	23.92	
81	KTD - IT system support 30/03/23-29/03/24 (approved C23/55)	2,856.00	
82	KTD - Domain cover 01/08/23-31/07/24	334.80	3,214.72
83	Healthmatic - PC cleaning 01/07-31/07/23		1,500.00
84	Lengthsman - To 30/06/23		484.00
85	Kirkby Lonsdale Brass Band - Bandstand concert 02/07/23		100.00

Total Bank Account No. 2

£10,109.27

Total Accounts

£10,109.27

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Page 2

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

Total Salaries	£ 6,647.26
HMRC PAYE & NI - Tax Month 3	2,266.69
LG Pension Scheme Month 3 - Employer payment	2,435.99
	£ 11,349.94
Total Bank Account No. 2	£ 21,459.21
Total all payments for approval	£ 21,459.21

Accounts paid in previous month

Bank Account No. 1

Direct Debits

Cheques

Bank Account No. 2

Direct Debits

59	Waterplus - Orn Gdns PC 07/05-07/06/23	38.99
60	Waterplus - Church Hill PC 07/05-07/06/23	51.76
61	Plusnet - Tel & Broadband - Rental to 08/07/23 Calls to 06/06/23	75.50

Direct Bank Payments

62	Zurich Municipal Annual insurance 01/07/23-30/06/24 (approved C23/36c)	6,093.66
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Total Accounts paid in previous month **£ 6,259.91**

Grand Total **£ 27,719.12**

Bank Balances

Bank Account No. 1 As at 30/06/23	194,890.38
Bank Account No. 2 As at 30/06/23	148,775.14

Transfer to Petty Cash account to replenish float

Signed (Chairman)

Dated.....

TOWN COUNCIL OF GRANGE-OVER-SANDS

C23/56

Finance and Governance

9

a. **Casual Vacancies**

Members noted that there are two casual vacancies on the Town Council due to insufficient candidates at election. Anyone interested is invited to contact the Town Clerk or the Chairman for more information, or see www.grangeoversandstowncouncil.gov.uk

b. **Co-option Policy**

Members considered the draft Co-option Policy for adoption by the Town Council and considered amendment that any expression of interest should be short, limited to 500 words.

RESOLVED

That the draft Co-option Policy was approved for adoption, with the amendment proposed, and published on the Town Council website.

c. **Insurance**

Members noted that the annual premium to Zurich of £6,065.66 as approved at the last Council meeting has been paid, with the addition of £28.00 Hirers Liability. Total premium now is £6,093.66.

d. **IT Support Contract**

Members considered the annual contract for IT Support, from KTD Ltd, quoted at £2,380 (ex VAT).

RESOLVED

That the annual contract for IT Support, from KTD Ltd, quoted at £2,380 (ex VAT) was approved.

C23/57

Consultations

10

There were no consultations.

C23/58

Updates from Members

11

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

a. **Cllr. Thomas - Cumbria Better Connected Meeting 7 July 2023**

- **Parking** - A government minister is consulting on giving powers to Westmorland and Furness Council to act on parking on pavements.
- **Morecambe Bay Partnership** are negotiating a lease for the old book shop at the railway station.

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- **Ticket Office Closure** There is a parliamentary petition about the intention to close most ticket offices.
To respond to this, residents are urged to email ticketoffice.northern@transportfocus.org.uk or write to Transport Focus, PO Box 5594, Southend on Sea SS1 9PZ FREEPOST-RTEH-XAGE-BYKZ
Include the name of the station and the line that you are on.
 - **Buses** – no news on replacing the service. Government has given money for community buses which will be devolved to the WFC Locality Boards.
- b. **Cllr. Thomas – Furness Line Community Rail Partnership – Meeting 15 June**
The railway station window repairs should be completed by the end of the year.
A six-foot deep sinkhole has appeared on the Lancaster platform. It has been fenced off to let it settle.
- c. **Cllr. Thomas – Grange Civic Society**
On 19 June, committee members met the Prom Gardeners to discuss their work.
The Civic Society is planning an autumn event, details to follow.
The Civic Society is holding £500 funds for the noticeboard at Olive Way. Cllr. Thomas asked for help in contacting anyone who could help with this.
- d. **Cllr. Greenway - Theatres in Trust**
The Trust has appointed a caseworker to the Victoria Hall.
There is a virtual Teams meeting on Friday 21 July 11.30-12.30.
Funds may also be available from the Architectural Heritage Fund – Cllr. Greenway is putting in an expression of interest for funding towards a feasibility study.

C23/59

Victoria Hall

12

- a. **Victoria Hall Support Group**
Members noted that the Victoria Hall Support Group (VHSG) have donated £8,000.00 to Grange Town Council to be spent on projects or expenses directly related to the Victoria Hall.
- b. **Roof Repairs**
Members noted that roof repairs as estimated by John Burrows have been commissioned. Scaffolding is due on 3 August. This is for the roof over Room 9 which has flooded again following recent heavy rainfall.

RESOLVED

That the estimate provided by John Burrow was accepted.

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C23/60

Recreation Ground

13

- a. Members noted Westmorland and Furness Council annual inspection and that the facility is marked as 'very low risk.'
- b. Members considered the Rec Ground Risk Assessment

RESOLVED

That the Rec Ground Risk Assessment was approved.

C23/61

Commemorative Trees Project

14

Members noted an update from Cllr. Thomas that she now has details of the two fruit trees to purchase for the Orchard. These will be purchased by the Town Council and the Orchard Group will plant them.

WFC have confirmed that the oak tree for Park Road Gardens will be an extra heavy oak tree 350-400 cm high.

RESOLVED

That two fruit trees for the Community Orchard would be purchased and planted, to commemorate the death of Queen Elizabeth II and the coronation of King Charles III.

C23/62

Tim Farron MP correspondence

15

Members considered correspondence from Tim Farron MP about access around the town for pedestrians who have disabilities.

RESOLVED

That the Town Council would respond that Cllr. Thomas has already been in contact, through the Cumbria Better Connected network, with WFC Cllr. Peter Thornton to accept his offer of a visit and walk around the town to assess the situation.

C23/63

Allotments

16

Members noted an update from Cllr. Mason on her conversation with the Golf Club regarding complaints from allotment holders about golf balls coming over from the Golf Club.

This item was deferred as Cllr. Mason was absent.

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C23/64

Training

17

- a. Members noted consider approving Town Clerk taking part virtually in the Society of Local Council Clerks Annual National Conference 11-12 October 2023 costing £150 plus VAT.

RESOLVED

That the Town Clerk taking part virtually in the Society of Local Council Clerks Annual National Conference 11-12 October 2023 costing £150 plus VAT was approved.

- b. To note that the Caretaker has completed on-line Working at Height certification. This has been booked for four staff costing £104 plus VAT in total (each course is £26 + VAT).

RESOLVED

That on-line Working at Height certification booked for four staff costing £104 plus VAT in total (each course is £26 + VAT) was approved.

C23/65

Part 2

6

RESOLVED

That the meeting move to Part 2 and the press and public requested to leave.

C23/66

Staffing

18

Members noted the draft minutes from the Staffing Committee meeting held on Wednesday 5 July 2023 and considered recommendations.

Members noted that the Hall and Services Manager had resigned and would be leaving on 15 August 2023.

Members considered recruiting to fill the vacancy and considered the draft recruitment schedule, job description, person specification and salary range.

RESOLVED

- i) That fees incurred, and costs recommended, are approved.
- ii) That the Staffing Committee commences recruitment to fill the vacancy and that the draft recruitment schedule, job description, person specification and salary range are approved.

TOWN COUNCIL OF GRANGE-OVER-SANDS

C23/67

Next Meeting

19

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

Monday 14 August 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