

# TOWN COUNCIL OF GRANGE-OVER-SANDS

**Chairman/Mayor:**

Cllr. Peter Endsor

**Vice-Chairman/Deputy Mayor:**

Cllr. Tracy Hathorn

**Town Clerk:**

Mrs. C. Benbow



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

## Minutes of the Annual Meeting of the Town Council held in the Victoria Hall, on Monday 8 May 2017 commencing at 7.00 pm.

**Present:**

Cllr. P. Endsor – Chair  
Cllr. Greenway, Cllr. Walmsley, Cllr. Hathorn, Cllr. Shapland  
Cllr. Ingle, Cllr. Endsor, Cllr. Howson.  
Mrs. C. Benbow – Town Clerk

**In attendance:**

5 members of the public

**Minute  
Ref:****Agenda No:****C17/01 Council Chairman for the Council Year 2017/18****1**

Cllr. Peter Endsor was elected the Council Chairman for the Council Year 2017/18 from the current Council membership and the Chairman acceptance of office forms were received from Cllr. Endsor.

Cllr. Endsor thanked his fellow councillors for electing him and echoed Cllr. Harvey's thanks to Cllr. Thomas for all her work as Chairman, thanking her for going above and beyond the call of duty particularly during the time the Town Clerk was out of action.

Cllr. Endsor also thanked Cllr and Mrs Shapland for encouraging him to join the Council.

**C17/02 Vice-Chairman for the Council Year 2017/18****2**

Cllr. Tracy Hathorn was elected the Council Vice-Chairman for the Council Year 2017/18 from the current Council membership and the Vice-Chairman acceptance of office forms were received from Cllr. Hathorn.

**C17/03 Apologies for Absence****3****NOTED**

Apologies from Cllr. Harvey were noted.

# TOWN COUNCIL OF GRANGE – OVER – SANDS

## C17/04 Welcome Councillor Howson

4

Members welcomed Councillor Howson to the Town Council and noted that his acceptance of office forms had been completed and received.

## C17/05 Reports

5

### Police Report

PCSO Howard Firth sent apologies and the following written report:

Past thirty days 32 calls for service: 1 x Road Traffic Collision, 2 x Thefts, 1 x Shoplifting.

The no fixed abode male was arrested for shoplifting and other crimes. Pretty certain he will not be around for a while now.

### District Council Report

District Councillor Mary Wilson reported that:

- Update on the Jack Hill Development – the developer is reapplying for planning permission to complete the work without affordable housing. SLDC is investigating this and the fact that the road has been blocked by the developers on a number of occasions.
- Cartmel Traffic Regulations have been approved – parking restrictions will be in place by the end of the summer.

### District Council Report

District Councillor Eric Morrell reported that:

- Green Spaces - SLDC and voluntary groups involved with gardening have been working well together, keeping Grange looking good. Any concerns get in touch with him.
- Precept Increase from SLDC – Cllr. Morrell is aware that there are queries about this from Grange Town Council and undertakes to investigate and report back to Town Council.

### County Council Report

County Councillor Bill Wearing sent apologies.

### Out-going Mayor's Report for the final month of 16/17 Council Year.

Cllr. Tricia Thomas reported that:

#### Mayor's Report May 2017

I would like to begin by giving a huge 'thank you' to Jackie Bailey who has been my Consort for the second time this year. She has kept me tidy, kept the Mayoral chain in order and ensured I arrived at venues on time by acting as my chauffeur. Thank you Jackie, I hope I have not tested your patience too much.

On Wednesday May 3<sup>rd</sup> I attended the 70<sup>th</sup> Charter Night Dinner of Grange-over-Sands

## TOWN COUNCIL OF GRANGE – OVER – SANDS

Rotary. This was a very enjoyable evening, held at the Netherwood Hotel. The food was excellent, the speeches not too long and we were treated to entertainment after we had eaten in the form of a selection of songs from the President, an enthralling magician and a step back in time from a George Formby fan who entertained us on his banjolele. During the evening we heard how the work of Rotary International has meant the virtual abolition of polio around the world. This has been achieved by the group funding vaccination projects worldwide and working with people on the ground, rather than giving Governments funds which do not always reach their intended targets. They are also involved internationally in projects supporting communities gaining access to clean water.

During the past year I have attended a wide variety of events and met many, many amazing people involved in projects on a local, national and international scale. It has been a privilege to meet them all.

During my year of Office I have also, with the support of family, friends and particularly Sally Haines, raised over £1000 for the Alzheimer's Society, my Mayoral charity this year. Thank you to all those who contributed in any way to make this possible.

Tricia Thomas

### **C17/06 Public Participation: Public Have Your Say 6**

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

#### **Margaret Robinson**

Made a representation to members with regard to:

1. Traffic Speed – very concerned about the speed and volume of traffic along the Esplanade and that the new developments will aggravate this.
2. Promenade Shelters – concerned that they are in poor condition and not maintained.

#### **Council Response**

The Chairman responded that the traffic question would be raised with County Councillor Wearing and that the maintenance of the shelters will be discussed with SLDC.

#### **Judith Shapland**

Made a representation to members with regard to:

1. Precept Variance Query – had various questions she suggested GTC ask of SLDC.
2. Rec Ground – a number of people had approached her with concerns about the maintenance of the site.
3. Banners on Ornamental Gardens – concerns this was not being managed and suggested SLDC planning committee could help.

#### **Council Response**

The Chairman thanked Mrs Shapland for drawing the Council's attention to the variance in the Council Tax bills.

### **C17/07 Minutes of the Previous Meeting 7**

#### **RESOLVED**

That the Minutes of the Meeting of the Town Council held on Monday 10

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April 2017 were accepted as a true record.

## **C17/08 Declarations of Interests and Dispensations 8**

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

## **C17/09 Public Bodies (Admission to Meetings) Act 1960 – Excluded Item 9**

**RESOLVED** That item 24 b, tender for works to replace Glass Passage should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as this involves the consideration of quotes which are commercially sensitive information.

## **C17/10 Planning Report 10**

1. Members considered the following full or outline planning permission/reserved matters/discharge of conditions/listed building/change of use/advertising consent or appeal:

### **Application Number, Address and Specification**

#### **a. SL/2017/0307**

Agricultural store at Castlehead Marsh Farm, Lindale Road

Erection of canopy & installation of cedar timber screens over all windows

#### **Full Planning**

**RESOLVED**

**NO OBJECTION**

Grange Town Council makes the following request:

That permission is granted on condition that the development is not to be used as overnight accommodation.

#### **b. SL/2017/0312**

Tavora House, Grange Fell Road

Erection of part single storey & part two storey rear extension & remodelling of front entrance door & erection of first floor en-suite bathroom extension above existing flat roof.

#### **Full Planning**

**RESOLVED**

**NO OBJECTION**

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

#### **a. SL/2017/0143**

# TOWN COUNCIL OF GRANGE – OVER – SANDS

High Farm, Spring Bank Road

Single storey rear extension to existing domestic outbuilding

## **Grant with conditions**

### **b. SL/2017/0023**

Commodore Hotel, Main Street

Replacement & extension of existing balcony including external access steps

## **Grant with conditions**

### **c. SL/2017/0174**

68 Kentsford Road

New dormer, open glazing, terrace and entrance steps to the front elevation and a single storey extension to rear elevation.

## **Grant with conditions**

### **d. SL/2016/0899**

Grange Fell House, Fernleigh Road

Erection of a replacement detached double garage & two raised deck areas (retrospective)

## **Grant with conditions**

### **3. Delegated Authority - Members noted that the following items were responded to under delegated authority as the consultation deadline fell between meetings:**

No items had consultation deadlines which fell between the meetings.

### **4. Notice of Appeal – Members to note that an appeal has been made to the Secretary of State (Planning Inspectorate) in relation to the following item:**

#### **SL/2016/1099**

Flat 5, Ravenscourt, Lindale Road

Dormer extensions & Balcony at second floor level.

**Appeal Start Date: 19 April 2017**

### **5. Withdrawals – Members to note that the following application(s) has been withdrawn.**

#### **a. SL/2016/1137**

Castlehead Field Centre. Lindale

Siting of high rope walk activity challenge

## **Withdrawn**

#### **b. SL/2017/0354**

39 Fell Close

# TOWN COUNCIL OF GRANGE-OVER-SANDS

Change of use of summerhouse to a home business for cutting hair

**Not Progressing**

**C17/11 Finance - Monthly Payments 11**

**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.

**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 Hathorn and Walmsley would verify the invoices and payments for the next payment period.

**e. Identification of Councillors to complete online authorisation of payments**

**RESOLVED** That Cllrs Greenway and Thomas 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

May 2017

#### 1 Accounts for Payment Cheques (Nat West)

£

#### Direct Debits (Nat West)

|    |           |  |        |
|----|-----------|--|--------|
| 1- | <b>M2</b> | SLDC - Non Dom Rate. V. Hall                         | 536.00 |
| 2- | M2        | SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office | 144.00 |
| 3- | M2        | SLDC - Non Dom Rate Tourist Information Centre       | 57.00  |
| 4- | M2        | SLDC - Non Dom Rate Police Room 4                    | 82.00  |
|    | 10        | British Gas - V Hall final gas March 2017            | 506.24 |
|    | 15        | Npower - C Hill PC electric 1 Feb to 31 Mar 2017     | 83.95  |
|    | 16        | Npower - Prom Lldo PC electric 1 Feb to 31 Mar 2017  | 26.21  |
|    | 17        | Npower - Orn Gdns electric 18 Feb to 31 Mar 2017     | 7.91   |
|    | 18        | Npower - V Hall electric 3 Feb to 31 Mar 2017        | 427.06 |

#### **Total Nat West account**

**£ 1,870.37**

#### Unity Trust

|     |     |  |          |
|-----|-----|--|----------|
| 357 |     | Yellow Publications - IC stock (invoice not rec'd 11 Oct 16)       | 106.41   |
| 358 |     | NPS V Hall Glass Passage   | 208.44   |
| 359 |     | CALC - Training Cllrs. Endsor & Hawthorn 13 Oct 16                 | 52.50    |
| 360 |     | Gedyes Solicitors  | 420.00   |
|     | 13  | Lakeland Leisure - IC stock  | 72.50    |
|     | 14/ | PR Books - IC stock  | 138.82   |
|     | 22  | PR Books - IC stock  | 211.46   |
|     | 19  | Grange Now - Neighbourhood Plan brochures & delivery               | 446.40   |
|     | 20  | Bodian Photography - IC stock                                      | 47.20    |
|     | 21  | Bayscapes - IC stock   | 230.00   |
|     | 23  | Westmorland Fire & Security - V Hall replacement glass alarm point | 11.55    |
|     | 24  | KTD - Samsung photocopies  | 27.90    |
|     | 25  | CALC - renewal subscription 2017-18                                | 345.78   |
|     | 26  | Intouchcrm - website monthly hosting May 2017                      | 35.99    |
|     | 27  | Woofdog - Neighbourhood Plan - website                             | 110.00   |
|     | 28  | Lengthsman - March/April 2017                                      | 374.00   |
|     | 29  | Plan)<br>& fundraising expenses (Mayor's Concert)                  | 75.59    |
|     | 30  | Cllr. Greenway expenses - 'Olive Way' Signs (C16/154)              | 80.00    |
|     | 31  | Healthmatic Public Conveniences cleaning May 17                    | 1,590.00 |
|     | 32  | Plan-et - Neighbourhood Plan consultants- final amendments         | 90.00    |

#### **Total Unity Trust account**

**£ 4,674.54**

#### **Total accounts**

**£ 6,544.91**

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

|  |  |                   |
|--|--|-------------------|
|  | <b>Total Salaries</b>                        | <b>£ 5,620.09</b> |
|  | HMRC PAYE & NI - Tax Month 1                 | £ 1,557.68        |
|  | LG Pension Scheme Month 1 - employer payment | £ 1,541.88        |
|  |  | <b>£ 8,719.65</b> |

**TOWN COUNCIL OF GRANGE-OVER-SANDS**

|  |             |
|--|-------------|
| Total Unity Trust account  | £ 13,394.19 |
| Total all payments for approval                                  | £ 15,264.56 |
| <b>3 <u>Accounts paid in previous month - approved</u></b>       |             |
| <b><u>Unity Trust</u></b>  |             |
| <b><u>Accounts paid in previous month - not yet approved</u></b> |             |
| <b><u>Unity Trust</u></b>  |             |
| <br>   |             |
| <b><u>Nat West</u></b>   |             |
| <b><u>Cheques</u></b>  |             |
| <br>   |             |
| <b><u>Nat West</u></b>   |             |
| <b><u>Direct Debits</u></b>                                      |             |
| 11 Plusnet 9/04 to 8/5 2017 - tel & broadband                    | 52.80       |
| 12 XLN calls & line rental May 2017                              | 36.05       |
| <br>   |             |
| Total Accounts paid in previous month                            | £ 88.85     |
| <br>   |             |
| Grand Total  | £ 15,353.41 |
| <br>   |             |
| <b>4 <u>Bank Balances</u></b>                                    |             |
| NatWest Current Accounts   | 210,748.37  |
| Unity Trust Bank   | 72,859.78   |
| <br>   |             |
| <b>5 <u>Transfers between bank accounts</u></b>                  |             |
| NatWest Current a/c to Unity Trust                               | 130,000.00  |

|               |  |           |
|---------------|--|-----------|
| <b>C17/12</b> | <b>Finance and Governance</b> <i>(Standing Item - Annual Town Council Meeting)</i> | <b>12</b> |
|---------------|--|-----------|

**a. Asset Register**

Members noted that a full review of inventory of assets including buildings and equipment had taken place.

**b. Insurance**

Members noted that the insurance was due for renewal 1 July 2017 and that the Council would enter the third year of a three year agreement with WPS Insurance and that there was cover in respect of all insurable risks.

|               |   |           |
|---------------|---|-----------|
| <b>C17/13</b> | <b>Finance and Governance – Precept</b> | <b>13</b> |
|---------------|---|-----------|

- a. Members noted that there was a variance between the resolution to raise the Precept by 5.8% and the Council Tax bills subsequently issued by South Lakeland District Council showing a rise of 8.2%.



## TOWN COUNCIL OF GRANGE – OVER – SANDS

- b. Members noted this was investigated by GTC and the investigation summary is: *The discrepancy is because the District Council's charge for street lighting has increased by 39%. This charge has never previously had such a dramatic effect on the Council Tax bill. It accounts for the additional 2.4% to residents' bills, above the 5.8% increase requested.*
- c. Members considered the full report following investigation into the variance.

### RESOLVED

That District Cllr. Morrell was requested to investigate this matter with SLDC.

**C17/14**

**Grants**

**14**

### Edwardian Festival

Members noted that in May 2015 (C15/018) Council resolved to grant the Edwardian Festival Committee £100 annually from the grants budget to sponsor the prizes for the Festival (to review in 2019) and considered approving payment of £100 for this year.

### RESOLVED

That £100 was granted to the Edwardian Festival Committee.

**C17/15**

**Consultations**

**15**

There were no consultations to consider.

**C17/16**

**Updates from Members**

**16**

- a. Members received the following reports from meetings and briefings attended by Councillors:

- **Cllr. Thomas - Grange in Bloom**

The group invited all volunteer groups engaged in gardening to a meeting on Monday 24 April in the Council chamber. This was to discuss plans for Cumbria in Bloom this year. Several groups attended, though not all were represented and after discussion it was decided that we would not be entering the town in Cumbria in Bloom this year but would work towards doing so for 2018. Several groups are intending to enter their own area of work for the 'It's my neighbourhood' section of the competition this year.

- **Cllr. Thomas - Edwardian Festival**

A meeting took place on Thursday April 27. Arrangements for this year's festival, which takes place on June 10, are well in hand. Stall bookings are going very well and the entertainment has been booked as has the bus. St John's Ambulance have also been booked along with the toilets and the required paperwork to send to SLDC is all in hand. The next task is the gate rota and the group are looking for volunteers for this. The committee only comprises of three people so they really do need others to step up to the line and help as they can't man two gates all day on their own.

- **Cllr. Thomas - Network Rail about Bailey Lane**

A meeting was held on 3 May, having been requested by Simon Shipperd of Network Rail to discuss new evidence they had collected about the use and misuse of Bailey Lane crossing. Several Councillors attended. We were first shown a generic film about people misusing

## TOWN COUNCIL OF GRANGE – OVER – SANDS

crossings. We were also then presented with both a written log of misuse of the crossing at Bailey Lane and still shots of people using the crossing in an unsafe way. Discussion followed and by the end of the meeting Network Rail had agreed to work with the Cumbria CC Rights of Way Officer to discover whether a suitable alternative right of way was possible and to continue to monitor the crossing. They had also agreed to have another look at the 'one way' signage at the crossing as Councillors considered it was not large enough or clear enough and thus led to people going the 'wrong way'. It was also suggested that visits to schools would also be a useful way forward in the attempt to stop children misbehaving while crossing the line.

Cllr. Shapland added that Network Rail had said that if they can't resolve this issue, they may have to remove all the vegetation on the Prom between the station and the crossing to improve the sight lines for trains.

- **Cllr. Thomas – Horton Landscapes**

This took place on 26 April at the Rec Ground on the Prom. Mr Gudgeon walked the site with us and we discussed plans and proposals for the coming season. The hut has been refitted and small equipment replaced. There is also now a phone on site for emergencies. The bowling green and putting greens have had their spring feed and while the bowling green has overwintered well, the putting green seems to have been adversely affected by the dry and windy weather and will be given an extra feed to encourage growth before it is cut into the required keyhole shapes. The site is recruiting for a new member of staff as one of those employed last year decided to move on just before the new season. A piece of fencing at one corner of the cage is in disrepair and will have a temporary fix until a suitable long term solution is agreed. The new games court surface is looking well and it was reported to be in frequent use.

- **Cllr. Greenway - Friends of Kents Bank Station and Foreshore**

The benches that GTC refurbished are being well used, thanks to GTC. The group had a very successful work day with Network Rail and are entering the 'In Your Neighbourhood' competition.

**b. Members received the following updates on works in progress:**

- **Cllr. Endsor – Kents Bank Foreshore benches** – ownership of these has been investigated and it has been found that they are not owned by either GTC or SLDC.
- **Cllr. Endsor – the Bandstand ceiling and Cox's Corner** shelter seat have been repaired by SLDC.
- **Cllr. Greenway**  
Olive Way Signs are now in place and there will be a press/photo-opportunity.

C17/17

**Appointments to Committees** (*Standing Item - Annual Town Council Meeting*)

17

- Members noted the Staffing Committee Terms of Reference.
- Members noted that the Chairman and Vice-Chairman were members of this committee.
- Members noted that it is good practice to appoint the out-going Chairman for continuity of line-management for the staff and considered appointing Cllr. Thomas to

## TOWN COUNCIL OF GRANGE – OVER – SANDS

the Staffing Committee.

- d. Members considered appointing one other Member to the Staffing Committee for the 2017/18 Council Year.

### RESOLVED

That Cllr. Thomas, as out-going Chairman, and Cllr. Walmsley were voted to the Staffing Committee for the 2017/18 Council Year.

**C17/18**

**Members External Office Holders 2017-8** (*Standing Item - Annual Town Council Meeting*)

**18**

- a. Members noted the approved Member External Office Holders List for 2016/17:

Neighbourhood Plan – Cllrs. Greenway and Thomas

CALC District Association – Town Clerk

Grange in Bloom – Cllr. Thomas

Local Area Partnership – Cllr. Ingle

Grange Action Flood Group – Cllr. Shapland

Edwardian Committee – Cllr. Thomas

3Ps – Cllr. Shapland

Nutwood Patients Group – Cllr. Thomas

Furness line Community Rail Partnership – Cllr. Ingle

Bay Villa Trust – All Councillors

Cartmel Old Grammar Foundation – Jane Strawbridge (nominated by GTC)

Connecting Cumbria's Digital Inclusion Hub Co-ordinator and Broadband Champion for the Cartmel Peninsula parishes – Frank McCall (nominated by GTC)

- b. Members noted that Mrs Strawbridge had been approached and was happy to continue as the Council's representative on the Cartmel Old Grammar Foundation Trust.
- c. Members noted that Mr McCall had been approached and asked if he wished to continue as the Connecting Cumbria representative.

7.49pm *The meeting was adjourned to receive an update from Mr McCall.*

Members received an update from Mr McCall: provision in the Cartmel Peninsula is largely complete but there is snagging.

7.50pm *The meeting re-commenced.*

- d. Members reviewed and agreed appointments for 2017/18.

### RESOLVED

That that the Member External Office Holders list for 2017/18 was approved

## TOWN COUNCIL OF GRANGE – OVER – SANDS

as below:

Neighbourhood Plan – Cllrs. Greenway and Thomas

CALC District Association – Town Clerk

Grange in Bloom – Cllr. Endsor

Local Area Partnership – Cllr. Ingle

Grange Action Flood Group – Cllr. Shapland

Edwardian Committee – Cllr. Thomas

3Ps – Cllr. Shapland

Nutwood Patients Group – Cllr. Thomas

Furness line Community Rail Partnership – Cllr. Ingle

Bay Villa Trust – All Councillors

Cartmel Old Grammar Foundation – Jane Strawbridge (nominated by GTC)

Connecting Cumbria's Digital Inclusion Hub Co-ordinator and Broadband Champion for the Cartmel Peninsula parishes – Frank McCall (nominated by GTC)

The Civic Society – Cllr. Greenway

Friends of Kents Bank Station and Foreshore – Cllr. Greenway

Victoria Hall Support – Cllr. Thomas

**C17/19**

**Memberships** (*Standing Item - Annual Town Council Meeting*)

**19**

- a. Members reviewed the Council's and employees' memberships of other bodies noting that the membership of the following bodies required approval for renewal (paid from budget for Subscriptions).
- b. Society of Local Council Clerks (SLCC) annual membership for Town Clerk due in May, amount to be confirmed and payment approved in June.

### **RESOLVED**

That the annual membership of the Society of Local Council Clerks (SLCC) for the Town Clerk due in May be renewed with the amount to be confirmed and payment approved in June.

- c. Cumbria Association of Local Councils (CALC) annual membership renewal for Council due now, cost £345.78.

### **RESOLVED**

That the Cumbria Association of Local Councils (CALC) annual membership be renewed and £345.78 be paid from the Subscriptions Budget.

**C17/20**

**Statutory Document Review** (*Standing Item - Annual Town Council Meeting*)

**20**

## TOWN COUNCIL OF GRANGE – OVER – SANDS

- a. Members noted that it is a statutory duty to review the Standing Orders, Financial Regulations and Delegation Scheme at this meeting.
- b. Members noted that no amendments had been made to, or were recommended, or required by legislation for, any of these documents this year.
- c. Members reviewed the Standing Orders, Financial Regulations and Delegation Scheme.

### RESOLVED

That the Standing Orders, Financial Regulations and Delegation Scheme were approved.

**C17/21**

### **Council Policies and Procedures Review** (*Standing Item - Annual Town Council Meeting*)

**21**

- a. Members noted the review schedule for Council policies and procedures and that the Procurement and Gifts and Hospitality policies were due for review.
- b. Members noted that the Procurement Policy had been reviewed and no changes made.

### RESOLVED

That the Procurement Policy was approved.

- c. Members noted that the Gifts and Hospitality Policy had been reviewed and no changes made.

### RESOLVED

That the Gifts and Hospitality Policy was approved.

- d. Members noted that policies and procedures which require annual review at this meeting, and no changes had been made to, included the Freedom of Information - Model Publication Scheme, the Complaints Policy, Press and Media Policy and Meetings Part 2 Exclusions.

### RESOLVED

That the Freedom of Information - Model Publication Scheme, the Complaints Policy, Press and Media Policy and Meetings Part 2 Exclusions Policies were approved.

- e. Members noted that some policies are reviewed in the course of business and that the current Council reviewed the following policies during the past year:  
Equalities, Health and Safety, Disciplinary and Grievance, Risk Management, Recruitment and Selection and Volunteer.

**C17/22**

### **Meeting Dates** (*Standing Item - Annual Town Council Meeting*)

**22**

Members noted the dates, times and place of ordinary meetings of the Full Council including the Annual Town Meeting and Annual Town Council meeting as below, and that dates, times and place of council committee meetings would be decided as necessary.

#### **Full Council Meeting Dates - 7pm, Victoria Hall, Main Street**

**2017 - 2018**

**Annual Town Council – Monday 8 May 2017**

# TOWN COUNCIL OF GRANGE – OVER – SANDS

Monday 12th June 2017

Monday 10th July 2017

Monday 14th August 2017

**No meeting in September**

Monday 9th October 2017

Monday 13th November 2016

Monday 15th December 2017

Monday 15th January 2018

Monday 12th February 2018

Monday 12th March 2018

**Annual Town Meeting (followed by Full Council Meeting) Monday 9 April 2018**

**C17/23**

**Neighbourhood Plan**

**23**

Members noted a progress report from the Steering Committee Spokesperson Cllr. Greenway:

The six week consultation is now underway. The information has been circulated and Cllr. Greenway requested that any queries are raised now.

Consultations will be held:

**Victoria Hall**

Friday 12 May 11am – 7pm

Saturday 13 May 11am – 1pm

**Abbot Hall**

Tuesday 16 May 2pm – 4pm

**Grange Library**

Wednesday 17 May 10am – 1pm

**C17/24**

**Victoria Hall**

**24**

**a. Victoria Hall Action Group**

Members received an update from Cllr. Thomas:

Since the last Council meeting the Victoria Hall Support Group (VHS) has met twice, on 19 April and 2 May.

The group are working on their Constitution, very closely based on the constitution model supplied by the Charities Commission. This should be completed by the next Town Council meeting in June.

They are investigating insurance quotes and intend applying for grant funding for the group.

They are planning a stall at the Edwardian Festival and are considering a variety of events and activities at the Victoria Hall.

# TOWN COUNCIL OF GRANGE-OVER-SANDS

## b. Maintenance Programme

Members noted an update from the Chairman:

- i. **Stage Work Platform** – the Victoria Hall Manager has confirmed that the £1,041.67 quote for the Stage Work Platform includes delivery.

### RESOLVED

That the stage work platform (Zarges Giant ZAP 7-12 Telescopic Work Platform) is purchased from Midland Ladder Company as quoted at £1,120 which includes delivery (plus VAT).

### ii. Police Room

The police have cleared the room and Victoria Hall Manager met Jimmy Campbell (Police Estates) & George Stephenson (contractor) on Tuesday 2 May to discuss the work required to return the room back to its original layout. Once the price has been agreed between the contractor & the police work will begin. The police hope to have the work completed by the end of May 2017.

|               |               |           |
|---------------|---------------|-----------|
| <b>C17/25</b> | <b>Part 2</b> | <b>25</b> |
|---------------|---------------|-----------|

**RESOLVED** That the meeting move to Part 2.

|               |                            |           |
|---------------|----------------------------|-----------|
| <b>C17/26</b> | <b>Glass Passage Works</b> | <b>26</b> |
|---------------|----------------------------|-----------|

To consider quote for Glass Passage Works.

### RESOLVED

That Westmoreland Flat Roofing are contracted to complete works on Glass Passage as quoted at £13,122.00 including VAT.

|               |                     |           |
|---------------|---------------------|-----------|
| <b>C17/27</b> | <b>Next Meeting</b> | <b>27</b> |
|---------------|---------------------|-----------|

**NOTED** That the next Full Council Meeting would be held at:  
Monday 12 June 2017, 7.00pm Victoria Hall, Main Street, Grange-over-Sands  
And that there will be an Extraordinary Meeting of the Town Council on Monday 15 May 2017, 7pm.

There being no further business, the meeting closed at 8.15pm

**Signed**

**Dated**

**Chairman Grange Town Council**