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| **Chairman:**Cllr. Ron Shapland M.B.E.**Vice Chairman:**Cllr. Tricia Thomas**Town Clerk:**C. Benbow  |  | Council OfficesMain StreetGrange-over-SandsCumbria, LA11 6DPTel: (015395) 32375 [www.grangeoversandstowncouncil.gov.uk](http://www.grangeoversandstowncouncil.gov.uk/)email: council@grangeoversands.netV.A.T. Reg.No: 164 8707 80 |
| **Minutes of the Meeting of the Town Council held in the Victoria Hall,****on Monday 14 December 2015 commencing at 7.00 pm.** |
| **Present:** | Cllr. R. Shapland – **Chair**Cllr. Greenway, Cllr. Walmsley, Cllr. Hathorn, Cllr. ThomasCllr. Endsor, Cllr. J. ShaplandC. Benbow – Town Clerk |
| **In attendance:** | 11 members of the public |
| **Minute Ref:** |  | **Agenda No:** |
| **C15/142** | **Apologies for Absence** | **1** |
|  | **NOTED** | Apologies were received and noted from Cllrs. Ingle and Harvey. |
| **C15/143** | **Declarations of Interests and Dispensations** | **2** |
|  | **NOTED** | Cllr. J. Shapland declared a non-pecuniary interest in item 17, Promenade Recreation Ground.Cllr. Hathorn declared a pecuniary interest in item 6c, Planning. |
| **C15/144** | **Public Participation** To receive reports from the following:**Police Report** | **3** |
|  | There was no police representation. |
| **District Council Report** |
| District Councillor Mary Wilson reported that: * SLDC had been granted £50,000 from the Coastal Communities Fund which would be match funded by SLDC and would go towards the Lido and Promenade.
* There had been some disruption due to new bin collection rounds being introduced ahead of bringing in plastic recycling.
* Residents were asked to report any flooding to SLDC so the Authority can get a complete picture of the problem.
* There are two consultations currently open – Development Management and Statement of Community Involvement and the Town Council were encouraged to take part.
* Planning Matters – the abbreviation ‘BE’ on the planning Weekly List has been introduced; this stand for ‘Big Extension’ and means that only neighbours will be consulted.
* Planning Matters – the Parish Opportunities Template has been introduced and parish councils are advised to make use of it.
 |
| **District Council Report** |
| District Councillor Bill Wearing reported that: * Many County Council staff had been diverted on to flood relief work.
* An update on flooding and bridges had been sent to all parishes.
* Saturday bus service – tenders now going out for this, next meeting Wednesday 27 January, 10.30 at the Victoria Hall.
 |
| **Mayors Report** |
| Mayor Cllr. Ron Shapland reported that he had attended a series of events including:* The opening and closing of the Band Concert Season
* Cumbria in Bloom Judging
* Classic Vehicle Rally
* Chamber of Trade Event
* Cartmel School prize-giving
 |
| **Public Participation: Public Have Your Say***Members of the public agreed that their names may be included in the minutes.* |
| **Bruno Gouillon** | Made a representation to members with regard to:As Chairman of the Fell Allotment Society, spoke about the problem of rabbits at the allotments and suggested badger gates may be a solution. |
| **Council Response**  | The Chairman said that he would meet Mr Gouillon at the site to discuss the question. |
| **Kate Gaskin** | Made a representation to members with regard to:Mrs Gaskin suggested the idea of having a Cartmel Peninsula-wide St Georges Day celebration. |
| **Council Response**  | The Chairman suggested that Mrs Gaskin liaised with Cllr. Endsor as Chairman of the Chamber of Trade. |
| **Jackie Bailey** | Made a representation to members with regard to:Mrs Bailey spoke as the widow of Norman Bailey who was a Town Councillor and held the office of Mayor. She was concerned by the current dispute about the role of Chairman and Mayor and the insinuation that her husband’s holding of the role of Mayor had been illegal and improper. Mrs Bailey went on to comment that Norman would be saddened by the acrimonious attitude within the current Council. |
| **Council Response**  | The Chairman said that Mrs Bailey’s points were noted. |
| **Trevor Wilson** | Made a representation to members with regard to:Mr Wilson spoke as owner of Monton House, a property which the Town Council had been consulted on regarding planning applications.He was concerned that Grange Town Council had made misleading statements in the response given to SLDC and requested that the Chairman remedied this. |
| **Council Response**  | The Chairman asked Mr Wilson to write down exactly what he wanted to communicate so that Grange Town Council could understand what the problems are and respond.The Chairman said that regarding complaints about other properties and planning matters, that Mr Wilson needed to address SLDC. |
| **Andrew Baxter** | Made a representation to members with regard to:Mr Baxter spoke as a resident of Windermere Road and his concerns about flooding there. The road had flooded twice in the last month with risk to property, and he felt that something could and should be done to prevent this. |
|  | **Council Response** | The Chairman invited Mr Baxter to meet him to discuss this matter. |
|  | **George Parr** | Made a representation to members with regard to:Mr Parr made reference to the draft minutes of the last meeting, and wished it to be noted that the Chairman had responded to his ‘Have Your Say’ by saying that Mr Parr would get a response later.He also commented that during the meeting updates, Cllr. R. Shapland said that he had attended a meeting with the Environment Agency and would send a report ‘in due course’.Mr Parr was concerned that business appeared to be taken away from meetings and not followed up. He had made a formal complaint to a previous Council regarding this.Mr Parr sought further clarity from Cllr. R. Shapland regarding the roles of Mayor and Chairman. |
|  | **Council Response** | The Chairman responded that due to the library internet being out of action for the last three weeks, he hadn’t been able to email the meeting report to the Clerk. |
| **C15/145** | **Minutes of the Previous Meeting** | **4** |
|  | **RESOLVED** | That the Minutes of the Meeting of the Town Council held on Monday 9 November 2015 were accepted as a true record. |
| **C15/146** | **Public Bodies (Admission to Meetings) Act 1960 – Excluded Item** | **5** |
|  | **RESOLVED** | That item 29 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2 as it involved the discussion of individual staff appraisals. |
| **C15/147** | **Planning Report**  | **6** |
|  | 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/2015/0958 & SL/2015/0962**Grange Hotel, Station SquareAlterations and extensions to convert roof space into bedroom accommodation and formation of atrium.**Full Planning & Listed Building Consent** |
|  | **RESOLVED** | **NO OBJECTION** |
| **b.** | **SL/2015/1019**Westhouse, Park RoadErection of detached (timber) amateur artist’s studio.**Full Planning** |
|  | **RESOLVED** | **NO OBJECTION****Grange Town Council requests that:*** There is a No Overnight Occupation condition.
* The proposed screening should be retained.
* The shed is painted a discreet colour.
 |
|  | *Cllr. Hathorn left the room* |
| **c.** | **SL/2015/1039**Church Buildings, Main StreetChange of use from retail (Class A1) to hot food takeaway (Class A5)**Full Planning** |
|  | **RESOLVED** | **OBJECTION**Grange Town Council OBJECTS to the application on the grounds stated previously for the site with the following detail:* The fume extractor has been re-sited but the new position at the back of the building is lower so the fumes would discharge at a lower level;
* There are no details about the cowl on the chimney – does it comply with Conservation Area standards?
* The waste that is to be stored below the hairdressers will cause nuisance as the floorboards are very old – the waste area needs to be sealed with a ceiling built in the waste storage area;
* A storage and emptying regime needs to be agreed with Environmental Health;
* The opening hours which have been applied for until 2am on Friday and Saturday are inappropriate in a residential area;
* There is a strong case for closing at school home time, which other businesses do. Grange Town Council requests that if SLDC are minded to pass the application that preference is shown to the applicant who shows the most social responsibility regarding opening times and childhood obesity.
 |
|  | *Cllr. Hathorn returned to the room* |
| **d.** | **SL/2015/1036**Land between Fairhaven & Seascape, Kentsford RoadDischarge of conditions 6, 8, 10 & 11 on planning permission SL/2013/0133**Discharge of Conditions** |
|  | **RESOLVED** | **OBJECTION**Grange Town Council OBJECTS on the following grounds of conditions not being met:Condition 6 is not satisfied:There are no plans to show how the steps from Kentsford Road will be reshaped and therefore no demonstration that the area is being safeguarded.Condition 10 is not satisfied:1. The plans show a soak away overflow but this is only 5.5 cubic metres which is not big enough for the whole site and won’t accommodate heavy rainfall.
2. There is no plan showing how storm water flows across the site. Any storm water that falls on the path to the main road will run directly onto the road not into the soak away.

Condition 11 is not satisfied:There will clearly be noise and vibration as there are plans to remove rock, but there is no indication of what the measures that will be put in place are.  |
| **e.** | **SL/2015/1038**Land between Fairhaven & Seascape, Kentsford RoadDischarge of conditions 4 & 5 on planning permission SL/2015/0258**Discharge of Conditions** |
|  | **RESOLVED** | **OBJECTION**Grange Town Council OBJECTS on the following grounds of conditions not being met:Condition 4 is not satisfied:The remaining tree on the front lawn will be likely to be subject to erosion from storm water runoff and there is no indication of how this will be guarded against.Condition 5 is not satisfied:There is no detail to show how the steps down to Kentsford Road will be reformed and integrated into the landscape. |
| **f.** | **SL/2015/1067**Former Car Showroom, Station SquareChange of use to retail (Class A1)**Full Planning** |
|  | **RESOLVED** | **NO OBJECTION**Grange Town Council makes the following request:As a lot of residents have commented to Members that there are a high proportion of new goods sold in the charity shop, it is requested that a condition is put on that a maximum of 20% of the total stock are new goods. |
| **g.** | **TR/2015/0153**Berners Close, now known as Cedric WalkFell 3 pine trees**Tree Works** |
|  | **RESOLVED** | **OBJECTION**Grange Town Council OBJECTS to the application on the following grounds:1. There is no good reason to fell the trees as they clearly have withstood the recent storm weather and they will prevent soil erosion and storm water runoff.
2. The loss of the trees would cause damage to the scenic value of the town.
 |
| **h.** | **SL/2015/1057**Newlyn, Highfield RoadMinor material amendment to vary condition2 (approved plans) attached to planning permission SL/2015/0446**Full Planning** |
|  | **RESOLVED** | **NO OBJECTION** |
|  | 1. **Delegated Authority**
 |
|  | No items had consultation deadlines which fell between the meetings |
| **C15/148** | **Finance - Monthly Payments** | **7** |
| **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. |

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| **Payments for Approval** | **December** | **2015** |
| **1** | **Accounts for Payment** |  | **£** |
|  | **Cheques (Nat West)** |  |  |
|  | 256 | Grange Plant Centre - V Hall 3 Xmas trees  |  |  48.83  |
|  | 266 | Clive Brown - Information Centre stock |  |  32.40  |
|  | 275 | Bowmans - V Hall repair to dressing room floor |  |  396.00  |
|  |  | Petty Cash |  |  54.41  |
|  | **Direct Debits (Nat West)** |  |  |
| 1- | M9 | SLDC - Non.Dom Rate. V. Hall  |  |  552.00  |
| 2- | M9 | SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office  |  137.00  |
| 3- | M9 | SLDC - Non.Dom Rate Police Room 4  |  |  86.00  |
|  | 241 | British Gas - V Hall gas 1 Oct to 31 Oct 15 |  |  449.18  |
|  | 262 | SAGE - monthly Payroll software & support Dec 15 |  |  33.60  |
|  | 268 | Npower - V Hall elec 1 Aug to 31 Oct 15 |  |  600.16  |
|  | 269 | Npower - Prom Lido PC elec 1 Aug to 31 Oct 15 |  |  44.77  |
|  | 270 | Npower - Church Hill PC elec 1 Aug to 31 Oct 15 |  |  89.24  |
|  | 273 | Barclaycard transaction fees November 2015 |  |  25.03  |
|  | 276 | British Gas - V Hall gas 1Nov to 30 Nov 15 |  |  533.85  |
|  |  | **Total Nat West account** |  |  **£ 3,082.47**  |
|  |  |  |  |  |
|  | **Unity Trust** |  |  |
|  | 240 | WB Electrical - V Hall repair lights WC, stage & balcony |  |  80.00  |
|  | 242 | Intouchcrm - website monthly hosting November 2015 |  |  35.99  |
|  | 243 | Lamont Pridmore - accountancy fees 11 Jun to 9 Nov 15 |  |  924.00  |
|  | 244 | Northern Express Glass - V Hall window replacements |  |  928.76  |
|  | 245 | Ian Lockyer - V Hall repair dressing room 7 windows |  |  3,069.90  |
|  | 246/ | Grange Now - Monthly ad Aug TC (invoice not recd) |  48.00  |  |
|  | 250/ | Grange Now - V Hall leaflets & artwork (5,000) |  334.50  |  |
|  | 263/ | Grange Now - Monthly ad Dec T Council details |  48.00  |  |
|  | 264 | Grange Now - Neighbourhood Plan ad |  237.60  |  |
| 278/ | 279 | Grange Now - Neighbourhood Plan posters |  118.44  |  786.54  |
|  | 247/ | YPO - V Hall cleaning materials |  34.62  |  |
|  | 248 | YPO - copier paper |  92.70  |  127.32  |
|  | 249 | 249cr/Ecoburotic - inkjet printer cartridges |  |  77.95  |
|  | 251 | The Sign Man - banner for V Hall Christmas Fair |  |  40.00  |
| 252/ | 253 | PR Books IC stock |  |  105.48  |
|  | 254 | Postlethwaites - July to Nov 15 - V Hall misc small items |  |  52.89  |
|  | 257 | Jean Airey - half-year internal audit Nov 2015 |  |  221.60  |
|  | 258 | Plan-et - Neighbourhood Plan consultants |  |  4,550.00  |
|  | 259 | J Chaplow - Rec Grd tarmac (Recoverable) |  |  6,192.00  |
|  | 260 | Lengthsman - December 2015 |  |  550.00  |
|  | 261 | Playdale - annual inspection Iplay Rec Grd (Recoverable) |  234.00  |
|  | 265 | Cordee - IC stock |  |  77.87  |
|  | 267 | Offstone - IC stock |  |  13.44  |
|  | 271 | Woofdog - Neighbourhood Plan printing |  |  206.50  |
|  | 272 | Healthmatic Public Conveniences cleaning Nov 2015 |  |  1,590.00  |
|  | 274 | Thyme Out - refreshments Neighbourhood Plan |  |  21.00  |
|  | 277 | Builders Supply- floor leveller V Hall gents dr/room |  |  16.04  |
| 280/ | 282 | 283/284/CPC Lighting for Stage (Recoverable) |  648.66  |  |
|  | 281 | CPC V Hall lighting for stage |  75.62  |  724.28  |
|  | 285 | NPS - V Hall glass passage survey report |  |  780.00  |
|  |  | Royal British Legion Poppy Wreaths (Town Council) |  34.00  |  |
|  |  | Royal British Legion Poppy Wreaths (Recoverable) |  592.50  |  626.50  |
|  |  | **Total Unity Trust account** |  |  **£ 22,032.06**  |
|  |  |  |  |  |
|  |  |  |  |  **£ 25,114.53**  |
|  |  |  |  |  |
| **2** | **Salaries, PAYE & N.I. (Unity Trust)** |  |  |
|  |  | **Total Salaries** |  |  **£ 5,222.74**  |
|  |  | HMRC PAYE & NI - Tax Month 8 |  |  £ 1,301.18  |
|  |  |  |  |  **£ 6,523.92**  |
|  |  |  |  |  |
|  |  | **Total Unity Trust account** |  |  **£ 28,555.98**  |
|  |  |  |  |  |
|  |  | **Total all payments for approval** |  |  **£ 31,638.45**  |
|  |  |  |  |  |
| **3** | **Accounts paid in previous month – approved** |  |  |
|  | **Nat West** |  |  |
|  | **Cheques** |  |  |
|  |  | Friends of Grange Primary School (grant C15/126) |  |  150.00  |
|  |  |  |  |  |
|  | **Accounts paid in previous month - not yet approved** |  |  |
|  | **Direct Debits** |  |  |
|  | 239 | Plusnet 09/11 to 8/12 2015 - tel & broadband |  |  73.44  |
|  | 255 | XLN calls & line rental December 2015 |  |  29.90  |
|  |  |  |  |  |
|  |  | **Total Accounts paid in previous month** |  |  **£ 253.34**  |
|  |  | **Grand Total** |  |  **£ 31,891.79**  |
| **4** | **Alto Prepaid Card (Pre-Authorised £1,000.00)** |  |  |
|  | 286 | Helping Hand Co - litter picking equipment |  |  69.66  |
|  |  |  |  |  |
| **5** | **Bank Balances** |  |  |
|  |  | NatWest Current Accounts |   | *107,025.58* |
|  |  | Unity Trust Bank |  | *91,375.88* |
|  |  | Alto Prepaid Card |  | *1,177.00* |
| **6** | **Transfers between bank accounts** |  |  |
|  |  | Nat West T Council to Unity Trust T Council |  | *32,000.00* |
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| **C15/149** | **Grants**  | **8** |
|  | To note that there were no grant applications to consider this month. |
| **C15/150** | **Consultations** | **9** |
|  | 1. Members considered responses to the following consultations:
2. Development Management Policies Development Plan Document – Issues and Options Discussion Paper.
 |
| **RESOLVED** | That the Town Council would respond to the consultation as presented to the meeting. |
| 1. Consultation on Draft Statement of Community Involvement. (SCI)
 |
| **RESOLVED** | That the Town Council would respond to the consultation as presented to the meeting. |
|  | 1. To consider council’s response to the Development Briefs Phase 2 – Issues and Options Consultation. Closing date is Friday 29 January 2016.
 |
|  | **RESOLVED** | That the Town Clerk would contact SLDC and request an extension for response to 11 February 2016 to allow Members to attend the consultation event at Abbot Hall and to discuss the matter at February Full Council. |
| **C15/151** | **Elected Officers of the Council** | **10** |
|  | Members considered the report regarding the roles of Chair and Mayor.Cllr. Greenway requested clarification about the legal position of the Chair and Mayor, whether a council has to have one person who does both or whether GTC could have two at the discretion of the Chairman. |
|  | **RESOLVED** | That the Town Clerk would seek advice and bring clarification to a meeting before May. |
| **C15/152** | **Meeting Updates from Members** | **11** |
|  | Members noted the following reports from meetings and briefings attended since the last Full Council meeting.**Cllr. Greenway – Friends of Kents Bank Station and Foreshore**A group has formed with the goal of improving the area around the station and foreshore. Cllr. Greenway has been requested to be their Council representative.**Cllr. Thomas – Edwardian Festival Committee**Cllr. Thomas reported that the Committee have donated £50 to each of the Scouts, Grange Primary School and Allithwaite Primary School.Plans are underway for the next Festival and new members for the Committee are sought. |
| **C15/153** | **Chairman’s Update** | **12** |
|  |  Members received an update from the Chairman about works in progress.* Skip for the Lengthsman – the Chairman has been communicating with Cumbria County Council and the District Council.
* Grange Fell Allotments – the ramp still needs re-working.
* Car Park Back Boards – meeting postponed by SLDC to the New Year.
* Berner’s car park footpath needs clearing and signage organising – the Town Council is liaising with SLDC.
 |
| **C15/154** | **Neighbourhood Plan** | **13** |
|  | Members noted a progress report from the Steering Committee Spokesperson Cllr. Greenway.Cllr. Greenway reported that the consultation event held in the Victoria Hall 10-12 December was successful and well-attended. Feedback can still be given via the Council website.Cllr. Greenway thanked all those in the Steering Group who produced and presented such an impressive exhibition. |
| **C15/155** | **Planning Matters** | **14** |
|  | 1. Members considered 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.
 |
|  | **RESOLVED** | 1. That a Planning Advisory Group was set up to meet in the week prior to Full Council with the remit of discussing applications.
2. That the group would meet in the Chamber at 2pm each Wednesday before Full Council.
3. That Cllrs. Greenway, Walmsley and Endsor would form the core group and all Councillors were welcome.
 |
|  | 1. Members noted that South Lakeland District Council’s Overview and Scrutiny Committee examined some aspects of public participation in the planning process and had created a Town/Parish Opportunities Template.

Members noted that this in many ways overlapped with the Neighbourhood Plan. |
| **C15/156** | **Parish Hall** | **15** |
|  | 1. Members noted correspondence from SLDC Conservation Officer further to previous meeting item C15/136 regarding the Listed Building Proposal for the Parish Hall.
2. Members noted that Progressions Solicitors had requested a meeting with the Town Council to discuss their proposals for the development of the Parish Hall and considered a response.
 |
| **RESOLVED** | That the Town Clerk would arrange a meeting for Council with the developer in the New Year. |
| **C15/157** | **Drainage Assessment** | **16** |
|  | To consider the document circulated and the proposal from Cllr. Harvey that it is adopted by the Town Council.The document was noted. |
| **C15/158** | **Promenade Recreation Ground** | **17** |
|  | Members considered options for the Recreation Ground and Cllr. J. Shapland’ proposal for the Town Council to operate the facility. |
| **RESOLVED** | That an advert would be placed in January Grange Now to gauge interest in the Recreation Ground in terms of operating and managing the site as well as in terms of staffing. |
| **C15/159** | **Victoria Hall Action Group** | **18** |
|  | 1. Members noted the report from Cllr. Thomas and considered the proposal that the group holds a public meeting, open to the whole town, to ask for opinions, ideas and support.
 |
| **RESOLVED** | That the proposal to hold a public meeting about the Victoria Hall, open to the whole town, to ask for opinions, ideas and support was approved, to be held in the Spring. |
|  | 1. To note the correspondence from Grange Lecture Society and consider a response.
 |
|  | **RESOLVED** | That the Town Clerk would write to the Lecture Society on behalf of the Council. |
| **C15/160** | **Victoria Hall Maintenance and Repairs Programme** | **19** |
|  | Members considered the report on the Maintenance and Repairs Programme. Members noted:1. That an advert had been placed for the January edition of Grange Now requesting quotes for roof works, external decoration and stage floor repair.
2. The report commissioned from NPS on the glass passage and the options suggested in the report.
3. The progress towards kitchen refurbishment.
4. The various repairs in progress which included men’s dressing room floor repair, disabled access lavatory, Hall ceiling repair.
 |
| **RESOLVED** | That the Victoria Hall Manager researching costs into LED stage up-lighting was approved. |
| **C15/161** | **Small Contractors Register** | **20** |
|  | Members considered adopting the revised Small Contractors Register as outlined by Cllr. R. Shapland in his report. |
|  | **RESOLVED** | That the revised Small Contractors Register was approved. |
| **C15/162** | **War Memorial** | **21** |
|  | 1. Members noted that four companies had been approached but only one quote received for renovating the tablets.
2. Members thanked District Councillor Eric Morrell for contributing his SLDC personal allowance to the project.
3. Members considered approving the works as quoted.
 |
|  | **RESOLVED** | That the works to renovate the War Memorial tablets as quoted at £2,280 plus VAT was approved. |
| **C15/163** | **Councillor Surgeries** | **22** |
|  | Members noted that Cllr. Greenway was proposing to hold a pilot councillor surgery at Abbot Hall for residents of Kents Bank. |
| **C15/164** | **Budget** | **23** |
|  | 1. Members noted the Budget Key Features and Summary document.
2. Members considered and approved the draft 2016-17 Budget.
 |
|  | **RESOLVED** | That the 2016-17 Budget was approved and any amendments following the Council Tax Base notification from SLDC in the New Year delegated to the Town Clerk. |
| **C15/165** | **Parish Remuneration Panel Report 2016/17** | **24** |
|  | Members noted the Parish Remuneration Report 2016/17 and letter to councils and considered adopting the expenses recommended. |
|  | **RESOLVED** | That the expenses recommended by the Parish Remuneration Report 2016/17 were adopted. |
| **C15/166** | **Internal Audit** | **25** |
|  | Members noted the Internal Auditor’s report dated 18 November and that there were no recommendations which confirmed that the council finances are operated in compliance with the Accounts and Audit Regulations. |
| **C15/167** | **PAYE and VAT outsourcing** | **26** |
|  | 1. Members noted point (m) of the Summary and Key Features 2016/17 document regarding the transfer of PAYE/VAT/payroll to the external accountant. This document was approved at the previous meeting (ref: C15/138) and is circulated as part of agenda item 23.
2. Members considered approving the transfer of PAYE/VAT/payroll to Lamont Pridmore.
 |
|  | **RESOLVED** | That the Town Council PAYE/VAT/payroll is transferred to external accountants Lamont Pridmore. |
| **C15/168** | **Procurement of Audit for Smaller Authorities** | **27** |
|  | Members considered the report from the Town Clerk and considered whether to remain included in the Sector Led Body Audit procurement or opt out.  |
|  | **RESOLVED** | That Grange Town Council would remain included in the Sector Led Body Audit procurement process. |
| **C15/169** | **Training** | **28** |
|  | 1. Members noted 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.
2. Members noted that the Town Clerk attended Social Media training session at SLDC organised by the Local Area Partnership on 2 December.
 |
| **C15/170** | **Part Two** |  |
|  | Members resolved to move to Part Two to consider Item 29. |
| **C15/171** | **Staffing Matters** | **29** |
|  | Members noted that the Town Clerk had completed staff appraisals and considered recommendations from the Staffing Committee as a result of these. |
|  | **RESOLVED** | That the staff salary review recommendations were approved as presented in the confidential Part 2 report to Members. |
| **C15/172** | **Next Meeting** | **30** |
|  | **NOTED**  | That the next Full Council Meeting would be held at:Monday 11 January 2016, 7.00pm Victoria Hall, Main Street, Grange-over-Sands |
|  | There being no further business, the meeting closed at 9.14pm |
|  | **Signed:** |  |
|  | **Date:** |  |
|  | **Chair of Grange-over-Sands Town Council** |