

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman/Mayor:

Cllr. Peter Endsor

Vice-Chairman/Deputy Mayor:

Cllr. Tracy Hathorn

Town Clerk:

Mrs. C. Benbow



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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 14 August 2017 commencing at 7.00 pm.

Present:

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

In attendance:

8 members of the public

**Minute
Ref:****Agenda No:**

C17/75	Apologies for Absence	1
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NOTED Apologies were received and noted from Cllrs. Hathorn and Harvey.

C17/76	Reports	2
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Police Report

There was no police attendance.

District Council Report – District Councillor Eric Morrell

District Councillor Eric Morrell was pleased to report that although the Planning Committee were facing some challenges at the moment, all District Councillors involved were working together for the good of residents, regardless of party affiliations.

He was also glad to report that feedback from residents was in support of affordable houses.

District Council Report – District Councillor Mary Wilson

District Cllr. Mary Wilson sent her apologies.

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County Council Report

County Councillor Bill Wearing reported that:

1. **3Ps Exhibition** – he thanked the 3Ps for their recent exhibition in the Victoria Hall.
2. **Historic Vehicle Rally** - was a great success.
3. **Christmas Lights on street light columns** – Cllr. Wearing noted that the Town Clerk had been in touch with the County about permission for these and gave his full support to the project.
4. **Kents Bank** – has met residents to discuss drainage, traffic flow and the impact of cross bay walks. A County Council officer will be present at the next cross bay walk to assess impact of the event.
5. **Bailey Lane Level Crossing** - Cllr. Wearing supported the closure of the level crossing.

Mayors Report

Mayor Cllr. Peter Endsor reported that he had met the Trustees of the Frieda Scott Foundation, attended the Cub Scout Award Ceremony and presented the awards, opened the 70th Grange and District Art Festival and attended the 21st Historic Car Rally and awarded the prizes.

C17/77 Public Participation: Public Have Your Say

3

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

- Aidan Smith Made a representation to members with regard to:
Bailey Lane Level Crossing – Mr Smith spoke in strong support of permanent closure of the crossing, pointing out that the underpass had been built with the intention of it replacing the level crossing.
- Val Kennedy Made a representation to members with regard to:
1. Neighbourhood Plan - requesting that the Town Council consider introducing several new policies before approving the Neighbourhood Plan.
 2. Key Service Centres Report – said that the report does not address the basic infrastructure problems behind some of the observations in the report such as that there are empty shops and tourism is declining.
- Council Response** Cllr. Greenway responded that the query would be discussed in the Neighbourhood Plan item on the agenda.
- Bill Woods** Made a representation to members with regard to:
Bailey Lane Level Crossing - Mr Woods also spoke in strong support of permanent closure of the crossing. He had witnessed people not taking care on the crossing and felt that Network Rail have a duty of care to pedestrians and train drivers to close the crossing and resolve the technicalities of getting the underpass designated as a right of way.

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Frank McCall Made a representation to members with regard to:
Green Spaces – requested that if GTC is involved with re-allocating SLDC funds for green space maintenance, that the Civic Society is involved in the negotiations.

George Parr Made a representation to members with regard to:

1. Bailey Lane Level Crossing – Mr Parr pointed out that the underpass is not currently a designated right of way and therefore both the underpass and the crossing could be closed at the same time. The proper procedure must be followed and the underpass established as a right of way before any closure of the underpass is considered.
2. Eggerslack Woods – regarding questions about damage there, he urged members to visit the site before coming to any decisions.

C17/78	Minutes of the Previous Meeting	4
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RESOLVED	That the Minutes of the Meeting of the Town Council held on Monday 10 July 2017 were accepted as a true record.
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C17/79	Declarations of Interests and Dispensations	5
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NOTED	Cllr. Walmsley declared an interest in Item 7d, Planning, as the applicant is a neighbour.
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C17/80	Public Bodies (Admission to Meetings) Act 1960 – Excluded Item	6
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RESOLVED	That item 20 b, Victoria Hall Maintenance, Building Condition Report, 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 contained quotes from local suppliers and this information is commercially sensitive.
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C17/81	Bailey Lane Level Crossing	15
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- a. Members noted correspondence from Cumbria County Council about the further emergency closure at Bailey Lane Level Crossing, Grange-Over-Sands, which was put in place from Thursday 4th August 2017 and is anticipated to be in place for 21 days.
- b. Members noted correspondence and three attached Network Rail reports from resident and considered response from Council.

RESOLVED

That the following is sent to Cumbria County Council:

There are strong opinions on both sides of this debate and the Town Council wishes to ensure that all members of the community are consulted properly on this matter and given the opportunity to express their views.

Grange Town Council notes that this emergency closure has been put in place by Network Rail and requests that the County Council follows the correct process and procedures in this

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matter.

Grange Town Council therefore requests that the County Council re-opens the level crossing, which is a public right of way, and informs Network Rail that if they wish to close the crossing, a formal application is made under the appropriate law and the public are given their correct and legal levels of involvement.

C17/82

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/2017/0567

Thornleigh Christian Hotel & Conference Centre, The Esplanade
Replace conservatory roof with a slate roof with roof windows

Full Planning

RESOLVED

NO OBJECTION

b. SL/2017/0604

Low Meadow, 3 Cat Tree Road
Demolition of existing conservatory & erection of a garden room

Full Planning

RESOLVED

NO OBJECTION

c. SL/2016/1161

Land at Jack Hill, Allithwaite
Erection of 18 dwellings & alterations to road junction & creation of pedestrian crossing (to include 3 affordable houses)

Full Planning

RESOLVED

OBJECTION

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

The developer is not providing the full quota of affordable housing as per the SLDC quota agreed and has given no reason why they are not building the full quota.

d. SL/2017/0678

Old Coach House, Fernleigh Road
Variation of Condition 2 (approved plans) attached to planning permission SL/2016/0121 (Conversion of storage building to dwelling (Revised scheme SL/2012/0687))

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Full Planning

RESOLVED

NO OBJECTION

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

a. SL/2017/0247

Steen Height, Windermere Road
Patio extension & boundary fence

Grant with conditions

b. SL/2017/0483

Nat West Bank Plc, Main Street
Removal of ATM & nightsafe from the front elevation

Grant with conditions

c. SL/2017/0083

Royal British Legion, Kents Bank Road
Installation of illuminated & non-illuminated panel, fascia & gantry signage

Agreed conditionally

d. SL/2017/0218

Upper ground floor, Palace Buildings, Main Street
Change of use from Office (B1) to Gym (D2)

Grant with conditions

e. SL/2017/0347

Farmstead adj to High Farm, Spring Bank Road
Erection of livestock building

Grant with conditions

f. SL/2017/0510

34 Fell Close
Two storey side extension

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.

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- 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

Dormer roof space extension including balcony area & general external alterations to second floor

The appeal has been dismissed by the Secretary of State

- 5. Withdrawals/Not Progressing – Members to note that the following application(s) has been withdrawn/are not progressing.**

None

C17/83 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.

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 Howson 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 Walmsley and Thomas would complete online authorisation of payments for the next payment period.

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GRANGE-OVER-SANDS TOWN COUNCIL

Payments for Approval

August 2017

1 Accounts for Payment

£

Cheques (Nat West)

107 Clive Brown - IC stock	48.60
108 Mountain Goat Ltd - IC ticket reimbursement (11TC)	42.30

Direct Debits (Nat West)

1- M5 SLDC - Non Dom Rate. V. Hall	536.00
2- M5 SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office	144.00
3- M5 SLDC - Non Dom Rate Tourist Information Centre	57.00
111 Corona Energy - V Hall gas June 2017	96.32
124 Barclaycard transaction fees July 2017	25.49

Total Nat West account

£ 949.71

Unity Trust

102/ Plan-et - Neighbourhood Plan consultants June 2017	408.00	
128 Plan-et - Neighbourhood Plan consultants July 2017	510.00	918.00
103/ Daniel Hire - mobile toilets band concerts 28/5 to 2/7	168.00	
125 Daniel Hire - mobile toilets band concerts 3/7 to 30/7	120.00	288.00
104 Bodian Photography - IC stock		44.20
105 Lamont Pridmore - PAYE & Pension first qtr 2017-18		400.80
106 Wilson Robinson - V Hall Room 9 repair & replace floor		1,624.80
109 Alan Godfrey - IC stock		39.00
110 Cordee - IC stock		116.87
112 AJ Products - V Hall stainless trolley & external ashtrays		236.40
114/ YPO - V Hall cleaning materials	24.30	
115/ YPO - V Hall kitchen equipment	65.89	
116 YPO - stationery	36.58	126.77
117 Johnston's - new links for Mayoral Chain		650.00
118 Andrew Thould - V Hall outside window cleaning		30.00
119 Playdale - lplay repair Recreation Ground		1,253.54
120 Healthmatic - Public Conveniences cleaning August 17		1,590.00
121 Intouchcrm - website monthly hosting August 2017		35.99
122 Yellow Publications - IC stock		133.01
123 Wilkinson/Lakeland Leisure - IC stock		72.50
126 Sinkfall Recycling - Lengthsman skip		120.00
127 AAMS Ltd (Bowman) - V Hall Ladies Dressing Room floor repair		270.00
129 C Benbow - expenses		270.83
130 Duddon Fire - V Hall annual fire extinguisher service		204.60
Friends of Victoria Hall - Local Grant (C17/41)	PAID	500.00

Total Unity Trust account

£ 8,925.31

Total accounts

£ 9,875.02

continued.....

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

Total Salaries	£ 5,550.13
HMRC PAYE & NI - Tax Month 4	£ 1,521.26
LG Pension Scheme Month 4 - employer payment	£ 2,342.88
	£ 9,414.27
 Total Unity Trust account	£ 18,339.58
 Total all payments for approval	£ 19,289.29

3 Accounts paid in previous month - approved Unity Trust

Accounts paid in previous month - not yet approved Unity Trust

Nat West Cheques

Grange Hidden Gardens - ticket reimbursement (10TC) 536.40

Nat West Direct Debits

101 Plusnet 9/07 to 8/8 2017 - tel & broadband 52.95
113 XLN calls & line rental August 2017 37.25

Total Accounts paid in previous month £ 626.60

Grand Total £ 19,915.89

4 Bank Balances

NatWest Current Accounts 115,103.03
Unity Trust Bank 153,268.60

5 Transfers between bank accounts

Signed.....
Chairman

Dated.....

a. First Quarter Financial Report

Members considered and approved the first quarter Financial Report 1 April to 30 June 2017 as below.

b. Parish Remuneration Panel

Members noted correspondence received 28 July 2017 from SLDC Parish Remuneration Panel.

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Meeting Date: 14 August 2017							Matter: Agenda item 9
Budget Monitoring 3 months to 30 June 17		25%					
INCOME	Budget for year £	Budget to date £	Actual to date £	Variance £	Budget spend to date %	Comments	
Precept	154,248	38,562	38,562	0	25%		
Interest Received	100	25	-	(25)	0%		
Grant Receipts - Running Costs SLDC	43,000	10,750	10,750	0	25%		
Grant Receipts - SLDC Council Tax	8,862	2,216	2,216	1	25%		
Grant Receipts - SLDC Community Infrastructure Le	-	-	-	0	0%		
Grant Receipts - Other	-	-	-	0	0%		
Donations Received	500	125	1,588	1,463	318%	Band sponsorship	
Rent Receipts	6,141	1,535	591	(944)	10%		
Room Hire Receipts	8,500	2,125	3,418	1,293	40%		
Sale of Goods	5,500	1,375	2,215	840	40%		
Commission Received	700	175	315	140	45%		
Toilet Entry Fees	8,100	2,025	1,995	(30)	25%		
Fund Raising Income	1,000	250	1,377	1,127	138%	Victoria Hall	
Lease Registration Fees	-	-	-	0	0%	Berners	
Donations for Assets	-	-	-	0	0%		
Donations - Victoria Hall	-	-	154	154	0%		
	236,651	59,163	63,181	4,018	27%		
Expenditure							
	Budget for year £	Budget to date £	Actual to date £	Variance £	Budget spend to date %		
Purchases							
Stock Movement	3,000	750	1,485	735	50%	IC Purchases for summer season	
	3,000	750	1,485	735	50%		
Direct Expenses							
Volunteer's Expenses	70	18	6	(12)	9%		
Musicians' Fees	1,400	350	200	(150)	14%		
Mobile Toilets	410	103	140	38	34%		
Fund Raising Expenses	1,000	1,000	655	(345)	0%	V Hall	
	2,880	1,470	1,001	(469)	35%		
Overheads							
	Budget for year £	Budget to date £	Actual to date £	Variance £	Budget spend to date %		
Salaries	88,476	22,119	22,612	493	26%		
Printing and Stationery	800	200	301	101	38%	Neighbourhood Plan	

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Overheads	Budget for year £	Budget to date £	Actual to date £	Variance £	Budget spend to date %	Comments
Postage	230	58	85	28	37%	
Water	4,000	1,000	1,131	131	28%	
Business Rates	8,980	2,245	1,844	(401)	21%	
Telephone/Broadband	830	208	224	17	27%	
Insurance	4,250	1,063	1,188	126	28%	
Subscriptions	550	138	573	436	104%	Full Year
Information Technology	6,000	1,500	356	(1,144)	6%	
Travelling Expenses	200	50	-	(50)	0%	
Training Expenses	800	200	-	(200)	0%	
Civic Expenses	400	100	31	(69)	8%	
Bank Charges	600	150	32	(118)	5%	
Audit Fees	1,600	400	220	(180)	14%	
Accountancy Fees	5,500	1,375	2,514	1,139	46%	includes Year End work invoice
Gas	3,200	800	954	154	30%	
Electricity	2,980	745	737	(8)	25%	
Repairs and Maintenance	32,400	8,100	4,254	(3,846)	13%	
Professional Fees - Non Financial	1,940	485	133	(352)	7%	
Toiletries and Cleaning Materials	500	125	7	(118)	1%	
Rent Payable	818	205	480	276	59%	Allotments, Bandstand - annual
Card Handling Charges	220	55	70	15	32%	
Cleaning	14,163	3,541	3,975	434	28%	
Communications	700	175	175	0	25%	Information Centre advert
Lengthsman	6,000	1,500	1,684	184	28%	
Grants to Local Groups	2,000	500	100	(400)	5%	
Parish Election Costs	-	-	-	0	0%	
PWLB Loan Interest Paid	780	195	196	1	25%	
Pensions	8,511	2,128	6,072	3,944	71%	Temporary 30% contribution for
Projects	27,700	6,925	10,425	3,500	38%	Games Court, Shopfront, Neigh
Asset Expenditure	-	-	843	843	0%	
	225,128	56,282	61,216	4,934	27%	
Net profit	5,643	661	(521)			

C17/85	Grants	10
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There were no grant applications.

C17/86	Consultations	11
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Members considered participation by Councillors in appropriate consultations:

- a. **Draft Morecambe Bay Economic Plan Consultation (deferred from previous meeting)**

RESOLVED

That the following response from GTC was sent:

- i) Grange Town Council would like to get involved and be part of the Coastal Community Team.
- ii) The Council requests that Morecambe Bay Partnership discuss any delivery plans with parishes before they start projects.
- iii) The Partnership is encouraged to focus on ground level actions rather than strategic or management plans for the area.
- iv) A tourist bus service is suggested, to work alongside existing provision.

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b. South Lakeland Draft Development Management Policies Development Plan Document (DPD) (deferred from previous meeting)

RESOLVED

That the response drafted by Cllr. Greenway should be submitted on behalf of the Town Council with an additional reference made to ancient hedgerows.

c. County Council: Cumbria Design Guide

RESOLVED

That the following response from GTC was sent:

- i) Highways and drainage – the Town Council suggests that the Guide should include specifics about local conditions regarding drainage and that developers should familiarise themselves with local hydrological and drainage conditions.
- ii) Roads – there is the need to address provision of hardstanding at new developments for PSVs and mobile service vehicles such as the mobile library and bank.

d. SLDC: Key Service Centres Report for Milnthorpe, Grange over Sands, Kirkby Lonsdale

Members considered the final report and that SLDC's Economic Development Team would be setting up a meeting with their policy and partnerships team and CCC's community engagement team to discuss the best way of taking forward the recommendations.

RESOLVED

That GTC requests a meeting with SLDC's Economic Development Team to give feedback on the report before the recommendations are taken forward.

Updates from Members

12

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

- 1. Cllr. Endsor - Victoria Hall Land Registry** - GTC has now signed a Statement of Truth and Gedyes are applying to the Land Registry for adverse possession of the Hall.
- 2. Cllr. Endsor - Christmas Lights** - Cllr. Walmsley, the Town Clerk and I met LITE Burnley to discuss decorating the town for Christmas. We have today received proposals and quotes and starting to research permissions. SLDC have refused permission to put Christmas lights on the Clock Tower. There will be an Extraordinary Meeting of the Town Council on Monday 21 August, 7pm, to take this forward.

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3. **Cllr. Endsor - Grange Fell Allotments** - Further to a telephone call from the Chairman of the Grange Fell Allotment Association, there will be a further inspection of the allotments.
4. **Cllr. Endsor - Recreation Ground** - The Clerk and I met Horton Landscapes on site to discuss the season so far and maintenance programme.
5. **Cllr. Endsor - Victoria Hall** - The draft report from Locality has been received and Councillors reminded to send comments to the Clerk by 21 August. Locality will be presenting the final report to Councillors in October.
6. **Cllr. Endsor - Meeting with Economic Development Portfolio Holder** - Met Cllr. Graham Vincent, with the Town Clerk and District Cllr. Eric Morrell to discuss various ongoing projects and ideas including the business hub.
7. **Cllr. Thomas – Edwardian Festival Committee** - The Committee had met to debrief after the Festival and had given £50 to the Scouts to thank them for their help. Next year will be the 25th Edwardian Festival.
8. **Cllr. Thomas – Victoria Hall Support Group** - The Group is holding the following events:
 - Bingo - Thursday 17 September, 7-9pm, £1 entry
 - Ceilidh – Saturday 23 September, 7.30pm, £10 including supper

C17/87

Neighbourhood Plan

13

Members noted a progress report from the Steering Committee Spokesperson Cllr. Greenway; SLDC gave feedback on the draft Plan and the Steering Group were meeting SLDC on Tuesday 15 August to discuss this.

Regarding the Have Your Say representation made suggesting policies to be included in the Plan, Council agreed that Cllr. Thomas would contact the Neighbourhood Plan consultant to address the concerns of residents and find out what sort of evidence was needed to show that drainage polices were needed.

C17/88

Saturday 532 Subsidised Bus Service

14

Members noted that at the July meeting, Council resolved:

That further legal advice is sought to find out if GTC can make any payment for the service that has been delivered to date. (C17/71(iii))

GTC requested legal advice from NALC (National Association of Local Councils) and SLCC (Society of Local Council Clerks)

Members considered responses received from NALC and SLCC and any further action.

Cllr. Ingle proposed, seconded by Cllr. Endsor, that the matter could be considered by the Bay Villa Trust. Members voted not to take this forward.

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RESOLVED

No further action was resolved.

C17/89	Mountain Bike Track in Eggerslack Woods	16
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Members noted letter received from resident and considered response from Council.

RESOLVED

That GTC would write to the Forestry Commission regarding the concerns and to see how the Town Council could help resolve this matter.

C17/90	Band Concert Chairs	17
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Members considered proposal and quotes from Cllr. Howson to purchase 100 new chairs for the band stand as the current chairs are not fit for purpose.

RESOLVED

- i) That 100 new chairs for the Band Stand were purchased at the total cost as quoted of £1,174 (VAT included).
- ii) That Cllr. Endsor would research stickers to put on the chairs showing that GTC had provided them.

C17/91	SLDC Prom Playground	18
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Members noted that GTC resolved as a priority in June 2017 to work with SLDC to investigate replacing the missing play equipment at the Prom playground.

SLDC have proposed that a springy animal would be appropriate for the space and have quoted to provide and install this for £520.00 (ex VAT).

Delivery once ordered would be two weeks.

Members considered commissioning SLDC to provide and install the proposed play equipment at a total cost of £520.00 (ex VAT).

RESOLVED

That SLDC is commissioned to provide and install the proposed play equipment (a springy cow) at the Promenade playground at a total cost of £520.00 (ex VAT).

C17/92	Maintenance of Green Spaces – re-allocation of resources	19
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Members considered the following as proposed by Cllr. Shapland:

The District Council manages the green spaces in Grange through a contract with Continental Landscapes. The SLDC officer responsible for the contract specification has asked if the Town Council would like to re-allocate the resources in a different way than at present. There are no extra funds available. Did the Town Council wish to give consideration to this offer?

RESOLVED

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That the Council were happy with the current arrangements and did not wish to re-allocate the SLDC funds for Grange.

C17/93 **Victoria Hall Maintenance** **20**

- a. **Room 4** – Members noted that the old lino had been removed and the floor re-boarded prior to the out-going tenants fitting new carpet.

C17/94 **Next Meeting** **21**

That the next Full Council Meeting would be an Extraordinary Meeting of the Town Council held:

Monday 21 August 2017, 7.00pm, Victoria Hall, Main Street, Grange-over-Sands.

The following meeting will be on Monday 9 October, 7pm.

C17/95 **Part 2** **22**

RESOLVED

That the meeting move to Part 2.

C17/96 **Victoria Hall Maintenance** **23**

b. **Building Survey**

Members considered quotes for building condition survey as resolved June 2017

RESOLVED

That the quote from A Muir for a Building Condition Report was accepted; cost as quoted £1,250 (ex VAT).

There being no further business, the meeting closed at 9pm

Signed:

Date:

Chair of Grange-over-Sands Town Council