

TOWN COUNCIL OF GRANGE-OVER-SANDS

Chairman:
Cllr. Tom Harvey

Civic Mayor:
Cllr. Trish Thomas

Town Clerk:
V. Tunnadine

Deputy Town Clerk:
C. Benbow



Council Offices
Main Street
Grange-over-Sands
Cumbria, LA11 6DP

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

Dear Councillor

You are requested to attend the Meeting of the Town Council in accordance with Schedule 12 para.10(2) (b) of the Local Government Act 1972, to be held in the Victoria Hall, on Monday 13 October 2014 at 7.00pm

Yours faithfully,

Viv Tunnadine, Town Clerk

Have your Say	Members of the public are invited to speak on matters related to the agenda.
Reports	To provide an opportunity for members and the public to receive the following reports: <ul style="list-style-type: none"> • Policing Report • District Council Report • County Council Report • Mayors Report
<u>AGENDA</u>	
1. Apologies for Absence	
To receive and approve apologies from members.	
2. Minutes of the Previous Meeting	
To authorise the Chairman to sign the Minutes of the Meeting of the Town Council held on Monday 8 September 2014 as a true record.	
3. Requests for dispensations	
To report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.	
4. Declaration of Interests	
To receive declarations by members of interests in respect of items on this agenda.	
5. Public Bodies (Admission to Meetings) Act 1960 – Excluded Item	
To consider if any items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.	

6. Planning Report

To consider the Planning Report for October 2014.

7. Finance – Monthly Payment Councillor Verification and Payment approval

- a) To note that prior to the meeting:
 - I. Two councillors verified invoices received and payments made since the last full council meeting prior to the council meeting and can verify their authenticity.
 - II. Two councillors verified that the monthly bank reconciliation had taken place.
- b) To identify and approve 2 councillors to verify the invoices and payments for the next payment period.
- c) To approve and authorise the payment of accounts and wages as recorded in the payments list to be circulated.

8. Grants Report

- a) To consider grant application requests:
 - I. Citizens Advice Bureau – South Lakes - £500
 - II. Great North Air Ambulance – no value on application
 - III. 1st Grange & Cartmel Scout Group – Circa £60.00
 - IV. Grange Football Club - £30.00 football sponsorship
- b) To note that the Council has been awarded a £1,000 from SLDC for Grange Shopfronts which will be discussed in detail at the scheduled November meeting.

9. Consultations Reports - To consider the Consultation summary meeting reports

- a) To note that South Lakeland District Council's Draft Charging Schedule was published on Thursday 18th September 2014 for a 6 week consultation period to provide the opportunity for representations to be made by 5.00pm on 30 October 2014.
- b) To note that National Grid has commenced a 12 week consultation on its emerging preferred route option to connect new sources of electricity generation into 'the grid' in Cumbria and Lancashire and to consider the consultation feedback from Cllr. McCall in Appendix A.

10. Neighbourhood Plan Report

To receive a progress report – To be circulated.

11. Meetings of the Council Report

- a) To note the law and statutory requirements relating to meetings of the Council.
- b) To consider the proposed Council meetings structure.

12. Recording of Meetings Report

- a) To note the right to record, film and to broadcast meetings of the council is established following the Local Government Audit and Accountability Act 2014.
- b) To consider the draft protocol as drafted by NALC on the recording and filming of Town Council Meetings and Committee Meetings.

13. Advisory Groups Report
To note the guidance notes for establishing Advisory Groups.
14. Advisory Groups Terms of Reference Report
To consider the Draft general terms of reference, remit, membership and deadlines for the Advisory Groups.
Finance - Governance
15. Risk Assessments Report
To note the Report for Risk Assessments and approve the risk assessments for Finance, Governance, Website & IT and Business Continuity.
16. Year- End External Audit Report
<ul style="list-style-type: none"> a) To note the external audit for year end 31 March 2014 has concluded and the Council has been sent a Minor Issues Report. b) To note that the Notice of Conclusion of Audit has been displayed in the Council's notice board from 2 October 2014 and will remain in place for the required 14 days.
17. Asset Register Report
<ul style="list-style-type: none"> a) To consider the revised asset register format for 14/15. b) To consider the conversion of the existing asset register into an insurance stock inventory for all items in excess of £100.
18. Effectiveness of Systems of Internal Control
To consider the review of the effectiveness of Systems of Internal Control.
19. Assessment for the Review of the System Internal Audit Report
<ul style="list-style-type: none"> a) That the Council consider the assessment for the review of the system internal audit. b) That the Council having considered the assessment carry out a review within the Full Council Meeting.
20. Audit Plan Report
To consider and approve the annual internal audit plan
21. Internal Auditor Appointment Report
To consider the appointment of the Internal Auditor.
22. Council Priorities Report
To consider the Draft Strategic Priorities Plan 2014 – 2020.
23. Contract Renewal Report
To review the annual cleaning and maintenance contract of the public conveniences
24. Next Meeting
To note that the next Full Council Meeting will be held at:
Monday 10 November 2014 7.00pm Victoria Hall, Main Street, Grange-over-Sands
25. PART TWO ITEMS – If required