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| **Chairman:**  Cllr. Bill Woods  **Civic Mayor:**  Cllr. Ron Shapland MBE  **Acting Town Clerk:**  C. Benbow | |  | | Council Offices  Main Street  Grange-over-Sands  Cumbria, LA11 6DP  Tel: (015395) 32375  [www.grangeoversandstowncouncil.gov.uk](http://www.grangeoversandstowncouncil.gov.uk/)  email: [contactus@grangeoversands.net](mailto:contactus@grangeoversands.net)  V.A.T. Reg.No: 164 8707 80 | | |
| **Minutes of the Meeting of the Town Council held in the Victoria Hall,**  **on Monday 13 July 2015 commencing at 7.00 pm.** | | | | | | |
| **Present:** | | Cllr. Woods – **Chair**  Cllr. Greenway, Cllr. Walmsley, Cllr. Hathorn, Cllr. Thomas  Cllr. Ingle, Cllr. R. Shapland, Cllr. J. Shapland  C. Benbow – Acting Town Clerk | | | | |
| **In attendance:** | | 6 members of the public | | | | |
| **Minute Ref:** |  | | | | **Agenda No:** | |
| **C15/053** | **Apologies for Absence** | | | | **1** | |
|  | **RESOLVED** | Apologies were received and approved from Cllr. Harvey. | | | | |
| **C15/054** | **Minutes of the Previous Meeting** | | | | **2** | |
|  | **RESOLVED** | That the Minutes of the Meeting of the Town Council held on Monday 8 June 2015 were accepted as a true record.  In response to a query about the accuracy of the minutes (C15/036) Cllr. J. Shapland confirmed her role as a Grange Town Council representative to the LAP. | | | | |
| **C15/055** | **Declaration of Interests and Dispensations** | | | | **3** | |
|  | **NOTED** | There were no requests received for dispensations or declarations of interest. | | | | |
| **C15/056** | **Public Participation** To receive reports from the following:  **Police Report** | | | | **4** | |
|  | There was no representation from the Police. | | | | | |
| **District Council Report** | | | | | |
| District Councillor Eric Morrell reported that:   * He was involved in discussions about flooding on Meathop Road. * SLDC appeared to be moving towards a resolution on the Lido. * He was aware that the future of the Victoria Hall needed to be discussed with SLDC. * SLDC was moving towards rationalisation of refuse collection systems. * A stronger collaboration between SLDC and GTC was developing and this was to be supported and encouraged. | | | | | |
| **District Council Report** | | | | | |
| District Councillor Mary Wilson reported that:   * SLDC Empty Homes Consultation was taking place. * Cartmel Priory School wished to build a full-size school hall and sought support from communities in the area in requesting Community Infrastructure Levy funds. | | | | | |
| **County Council Report** | | | | | |
| County Councillor Bill Wearing reported that:   * The LAP meeting discussed the Saturday bus service. Carol Last at Cumbria County Council would be in touch with GTC as she was co-ordinating the approach from parishes (GTC, Lower Allithwaite and Holker) to provide a Saturday bus service. * CCC was providing 12 Samsung tablets for the Library at the end of the month. * Grange Library had been closed unexpectedly because of staff sickness – the library can’t open with only one member of staff. Cllr. Wearing said that CCC was considering the use of volunteers to work in the library to help keep it open. * A small consultation was underway at Berridale Terrace about traffic calming. * Traffic monitoring is being done again – please contact him with any ideas for sites. | | | | | |
| **Public Participation: Public Have Your Say**  *Members of the public agreed that their names may be included in the minutes.* | | | | | |
| **Frank McCall** | | Made a representation to members with regard to:   * Connecting Cumbria had held a session last week about Superfast Broadband. * Mr McCall had complained to Berners Site Manager about contractors parking all day on Kents Bank Road. * Parking enforcement – he noted that SLDC and CCC used to work together on this and don’t appear to any more. | | | |
| **Council Response** | | Cllr. Woods thanked Mr McCall for representing GTC for the Connecting Cumbria Superfast Broadband project. | | | |
| **Peter Nightingale** | | Made a representation to members with regard to :   * Speaking as a member of GADAG, Mr Nightingale said he had received letters from residents about SLDC using delegated powers to give planning permission. He was concerned that the number of applications going to Planning Committee was reducing. * Speaking as the Chair of Prom Art, he spoke in support of their grant application which was being considered on the agenda. | | | |
| **Council Response** | | District Cllr Wilson gave a response on planning matters:   * Delegated powers should be used for minor planning applications. * She was aware that delegated powers were being used more, due to resource constraints, and that this use must be monitored. * Cllr. Wilson advised that SLDC District Councillors could request that specific applications go to committee. These requests must be made within a 21 day limit. | | | |
| **Margaret Brennand** | | Made a representation to members with regard to:   * Berners Car Park - the £1.20 all day offer is only until December. She encouraged GTC to spread the word so people would park there. * The Library - complained that the library was closed unexpectedly. * The Strategic Priorities list on the previous agenda – in her opinion this was inadequate. | | | |
| **C15/057** | **Public Bodies (Admission to Meetings) Act 1960 – Excluded Item** | | | | | **5** |
|  | **RESOLVED** | That no items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2. | | | | |
| **C15/058** | **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/2015/0543**  Address Low Fell Gate Caravan Park, Cartmel Road  Removal of condition 2 (open period) attached to planning permission SL/2007/1008 (Extension of season for park) alteration to roof of toilet block & retention of cabin/office at site entrance  **Full Planning** | | | | | |
|  | **RESOLVED** | **NO OBJECTION**  Grange Town Council makes the following request: That it is made a condition that the site is not used for permanent residence. | | | | |
| **b.** | **SL/2015/0550**  Grange Medical Centre, Kents Bank Road  Change of use from Retail Unit (Class A1) to Solicitors Office (Class A2)  **Full Planning** | | | | | |
|  | **RESOLVED** | **NO OBJECTION**  Grange Town Council makes the following request: That it is made a condition that use is limited to financial and professional services type A and B only, not granted to type C. | | | | |
| **c.** | **SL/2015/0540**  Grange Pharmacy, Main Street  Illuminated Signs  **Advertisement** | | | | | |
|  | **RESOLVED** | **NO OBJECTION** | | | | |
| **d.** | **SL/2015/0578**  The Bandstand, Park Road  Discharge of condition 3 (Noise Management Plan) attached to application SL/2015/0324  **Discharge Conditions** | | | | | |
|  | **RESOLVED** | **NO OBJECTION** | | | | |
| **e.** | **SL/2015/0800**  Members noted the response as below to the letter from Janet Dixon Town Planning regarding planning application by Applethwaite Homes Ltd SL/2014/0800. | | | | | |
|  | The following response, compiled by Cllr Greenway, was emailed to Mr Love, Janet Dixon Town Planning, re: letter dated 12 June 2015.  Re: Jack Hill Planning Application: Modified Scheme of Highway Improvement Works.  Response:  Proposed Modification of Scheme of Highway Improvement Works to Jack Hill and Holme Lane in connection with planning application SL/2014/0800:  *We note that this consultation is not part of the Appeal procedure. We find no significant improvement to traffic and pedestrian safety in the proposed works. Your deadline falls before Grange Town Council's July Council Meeting. It is on the Agenda for discussion at the Town Council Meeting on 13th July, and we will forward you any further decision from that meeting.*  *We reserve the right to comment in full to the Inspector on the proposed modifications should the application go to appeal.*  Emailed 6th July 2015. | | | | | |
| **f.** | **SL/2015/0557**  Meadowbank, 4 The Old Nurseries  Retention of first floor balcony with storage under  **Full Planning** | | | | | |
|  | **RESOLVED** | **NO OBJECTION** | | | | |
|  | 1. **Delegated Authority** | | | | | |
|  | No items had consultation deadlines which fell between the meetings | | | | | |
| **C15/059** | **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.** | **Identification of Councillors to approve next month payments** | | | | | |
|  | **RESOLVED** | That Cllrs. Thomas and Greenway would verify the invoices and payments for the next payment period. | | | | |
| **d.** | **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. | | | | |
| **e.** | **SLCC** | | | | | |
|  | **NOTED** | That the amount for the subscription to the Society of Local Council Clerks approved at May 2015 Full Council (C15/013) was £210. | | | | |

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| **GRANGE-OVER-SANDS TOWN COUNCIL** | | |  |  |
| **Payments for Approval** | | | **July** | **2015** |
| **1** | **Accounts for Payment** | |  | **£** |
|  | **Cheques (Nat West)** | |  |  |
|  |  | Band Concert - Dalton Town Band 31 May & 14 June 2015 |  | 200.00 |
|  |  | Band Concert - Sedbergh Band 7 June 2015 |  | 100.00 |
|  |  | Band Concert - Ulverston High/ UVHS Music 21 June 2015 |  | 100.00 |
|  |  | SLDC Advertising Planning fee - Lido Panels Phase 2 |  | 55.00 |
|  |  | Petty Cash |  | 52.04 |
|  | **Direct Debits (Nat West)** | |  |  |
| 1- | M4 | SLDC - Non.Dom Rate. V. Hall |  | 552.00 |
| 2- | M4 | SLDC - Non Dom Rate Rooms Rooms 1 & 3/Council Office |  | 137.00 |
| 3- | M4 | SLDC - Non.Dom Rate Police Room 4 |  | 86.00 |
|  |  | Public Works Loan Board - Prom Lido toilets half year |  | 3,067.68 |
|  | 73 | British Gas - V Hall 27 May to 28 May 2015 |  | 17.42 |
|  | 75 | Npower - Xmas Tree admin fee elec (recoverable) |  | 7.28 |
|  | 82 | U Utilities - V Hall water 6 March to 5 June 2015 |  | 316.66 |
|  | 83 | U Utilities - Church Hill PC water 6 March to 5 June 2015 |  | 110.71 |
|  | 87 | U Utilities - Prom Lido PC water 16 March to 10 June 2015 |  | 169.22 |
|  | 88 | U Utilities - Orn Gdns PC water 9 March to 8 June 2015 |  | 194.66 |
|  | 95 | SAGE - monthly Payroll software & support |  | 33.60 |
|  | 96 | British Gas - V Hall 29 May to 24 June 2016 |  | 110.32 |
|  | 99 | Barclaycard transaction fees June 2015 |  | 19.92 |
|  |  | **Total Nat West account** |  | **£ 5,329.51** |
|  | **Unity Trust** | |  |  |
|  | 64 | Cardtoons - IC stock |  | 154.36 |
|  | 65 | RW Dixon/Perfect Pictures - IC stock |  | 51.48 |
|  | 66/ | PR Books - IC stock | 120.08 |  |
|  | 85 | PR Books - IC stock | 134.02 | 254.10 |
|  | 67 | Cordee - IC stock | 155.49 |  |
|  | 107 | Cordee - IC stock | 77.87 | 233.36 |
|  | 68 | Andrew Thould - V Hall window cleaning external |  | 30.00 |
|  | 72 | Cllr. Thomas travelling expenses |  | 14.45 |
|  | 76/ | YPO -stationery - photocopying paper | 92.70 |  |
|  | 100 | YPO -stationery | 5.28 |  |
|  | 101 | YPO - cleaning materials | 10.20 | 108.18 |
|  | 77 | SLDC - Grange Fell Road Allotments back rent Jul/Sept 2015 |  | 141.00 |
|  | 78 | KTD website domain renewals 1 year |  | 418.80 |
|  | 81 | Locks Express - supply & fit closer side door disabled access |  | 170.62 |
|  | 84 | Offstone Publishing - IC stock |  | 19.20 |
|  | 86 | Postlethwaites V Hall batteries, tape, bolts, light bulbs | 56.51 |  |
|  | 86 | Postlethwaites Bandstand paint & nuts/bolt | 13.49 | 70.00 |
| 79 | 79cr/ | 89/Lamont Pridmore - Accountancy fees 1 Feb to 10 June 2015 |  | 3,564.00 |
|  | 90 | The Sign Man - banner for TC surgeries |  | 45.00 |
|  | 91 | Plan-et - Neighbourhood Plan consultants |  | 1,300.00 |
|  | 92/ | Medlock - V Hall lighting tubes and starter switch | 24.26 |  |
|  | 102 | Medlock - V Hall lighting tubes | 16.44 | 40.70 |
|  | 93 | Lengthsman - June 2015 |  | 627.00 |
|  | 94 | Healthmatic Public Conveniences cleaning June 2015 |  | 1,590.00 |
|  | 97 | Canon - photocopying 31 Dec 14 to 29 June 15 |  | 129.96 |
|  | 98 | George Barker & Sons - refurbishment of town sign Meathop Rd |  | 360.00 |
|  |  |  |  |  |
|  | 103 | CALC - Cllr. Training 5 Cllrs 16 June 15 |  | 118.00 |
|  | 104 | Intouchcrm - website monthly hosting July 2015 |  | 35.99 |
|  | 105 | WB Electrical - Bandstand electric installation condition report | 54.00 |  |
|  | 106 | WB Electrical - Bandstand rewire and resite PA speakers | 200.00 | 254.00 |
|  | 108 | Daniel Hire - mobile toilets Band Concerts 24/5 to 28/6 |  | 168.00 |
|  | 109 | The Builders Supply Co - V Hall wood for dressing room windows |  | 2,203.69 |
|  |  | **Total Unity Trust account** |  | **£ 12,101.89** |
|  |  |  |  |  |
|  |  | **Total accounts** |  | **£ 17,431.40** |
|  |  |  |  |  |
| **2** | **Salaries, PAYE & N.I. (Unity Trust)** | |  |  |
|  |  | **Total Salaries** |  | **£ 5,127.52** |
|  |  | HMRC PAYE & NI - Tax Month 3 |  | £ 1,219.25 |
|  |  |  |  | **£ 6,346.77** |
|  |  |  |  |  |
|  |  | **Total Unity Trust account** |  | **£ 18,448.66** |
|  |  |  |  |  |
|  |  | **Total all payments for approval** |  | **£ 23,778.17** |
|  |  |  |  |  |
| **3** | **Accounts paid in previous month - approved** | |  |  |
|  | **Unity Trust** | |  |  |
|  | 63a | CALC 2015-16 Annual Subscription (C15/013) |  | 339.00 |
|  |  | Grange Festival of Arts (grant C15/038b) |  | 120.00 |
|  |  | Grange Chamber of Trade (grant C15/038d) |  | 300.00 |
|  | **Nat West** | |  |  |
|  | **Cheques** | |  |  |
|  |  |  |  |  |
|  | **Accounts paid in previous month - not yet approved** | |  |  |
|  | **Unity Trust** | |  |  |
|  | 69 | SLCC - annual subscription fee C Benbow |  | 210.00 |
| 70/ | 71cr | WPS - insurance 3 year agreement - renewal 2015-2016 1 year |  | 3,895.15 |
|  | 2TC | Flookburgh Band/Houghton Weavers tickets reimbursement |  | 938.40 |
|  | 3TC | Country Fest tickets reimbursement |  | 63.00 |
|  | 6TC | Lancaster Singers (Edwardian Festival) tickets reimbursement |  | 216.00 |
|  | **Nat West** | |  |  |
|  | **Cheques** | |  |  |
|  | 4TC | Holker Flower Show tickets reimbursement |  | 1,798.20 |
|  | 5TC | Much Wenlock/Barrow ticket reimbursement |  | 195.30 |
|  | **Direct Debits** | |  |  |
|  | 74 | Plusnet 9/06 to 8/07 2015 - tel & broadband |  | 49.74 |
|  | 80 | XLN calls & line rental July 2015 |  | 31.04 |
|  |  | **Total Accounts paid in previous month** |  | **£ 8,155.83** |
|  |  | **Grand Total** |  | **£ 31,934.00** |
|  |  |  |  |  |
| **4** | **Alto Prepaid Card (Pre-Authorised £1,000.00)** | |  |  |
| **5** | **Bank Balances** | |  |  |
|  |  | NatWest Current Accounts |  | *33,457.95* |
|  |  | Unity Trust Bank |  | *169,879.74* |
|  |  | Alto Prepaid Card |  | *452.19* |
|  |  |  |  |  |
| **6** | **Transfers between bank accounts** | |  |  |
|  |  |  |  |  |

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| **C15/060** | **Grants** | | | **8** |
|  | Members considered an application from Prom Art for a further £300 grant towards the provision of portaloos for the remainder of the Prom Art season, noting that at the previous Full Council meeting, councillors resolved to grant the group £120 towards this provision. (C15/038) | | | |
| **RESOLVED** | | That a grant of £300 was awarded to Prom Art towards the provision of portaloos for the remainder of the Prom Art season, noting that at the previous Full Council meeting, councillors resolved to grant the group £120 towards this provision. (C15/038)  Cllr. Greenway requested that the minutes record that she voted against awarding this grant. | |
| **C15/061** | **Consultations** | | | **9** |
|  | Members considered participation by councillors in appropriate consultations:   1. SLDC draft Housing Strategy and its related Action Plan. | | | |
| **RESOLVED** | | That Grange Town Council would respond to the consultation as follows:  That Members had noted that the Strategy was next due for review in May 2016, and requested:   1. That GTC was involved in the 2016 review. 2. That SLDC considered how to relate the targets and actions in the Strategy and Action Plan to the housing objectives and policies in the local emerging Neighbourhood Plans. | |
| 1. SLDC revised Statement of Licensing Policy – online consultation via SLDC website. | | | |
| **RESOLVED** | | That no response was made. | |
| **C15/062** | **Meeting Updates from Members** | | | **10** |
|  | Members received reports from meetings and briefings attended since the last full council meeting. | | | |
| 1. **Edwardian Committee** | | | |
| **NOTED** | A spoken report from Cllr. Thomas | | |
| 1. **Bloom Group** | | | |
| **NOTED** | A spoken report from Cllr. Thomas | | |
| 1. **Furness Line Community Rail Partnership** | | | |
| **NOTED** | A spoken report from Cllr. Thomas | | |
| **C15/063** | **Chairman’s Update** | | | **11** |
|  | Members received an update from the Chairman about works in progress. | | | |
| **C15/064** | **Neighbourhood Plan** | | | **12** |
|  | Members noted a progress report from the Steering Committee Spokesperson Cllr. Greenway.  **Neighbourhood Plan Report July 2015 Cllr. Greenway**  The Steering Group is continuing to work on evidence for economic regeneration and guidelines for well-designed homes that enhance their surroundings and are locally distinctive. We are preparing to gather public opinion on good and bad house design features locally. We would like to hear from community groups who could host a small design display for their members (or the public) to record likes and dislikes. Please contact Claire if you think you could.  We had a review and forward planning session in June with the PLANet consultants who say we are making good progress and should be looking towards organizing a public consultation on the first draft around the end of September.  In June a sub-group of the Steering Group plus Council Chair met planning officers from SLDC to discuss work in progress and how to co-ordinate the Neighbourhood Plan details with the SLDC Development Brief for the large mixed commercial/residential site at Kents Bank. We presented a first draft of Neighbourhood Plan proposals for the site and Officers were broadly favourable to the content. SLDC are appointing a Neighbourhood Plan Officer in the Autumn, who will have more time for liaison.  The Development Brief for the Kents Bank Site starts in August with SLDC drawing up a Statement of Procedure. We are pleased that it was agreed that the Neighbourhood Plan group and Grange Town Council would be involved in discussions on appropriate public consultation methods for the Brief. Proper consultation is one of the aspects of planning that was flagged up in the Community Led Plan as sadly lacking, so we are hopeful that residents may get a more substantial involvement in this Brief.  It looks like the timescale will also allow us to integrate important Neighbourhood Plan policies on green space and housing into the Development Brief, and we are working to finalise sections on dwelling design and drainage at the moment.  No expenditure this month.  The next Steering Group meeting is on 21st July at 7.00pm, everyone welcome. | | | |
| **C15/065** | **Civic Society** | | | **13** |
|  | Members noted that the Civic Society had requested a Council representative to attend their meetings and considered appointing a councillor to this role. | | | |
|  | **RESOLVED** | That Cllr. Greenway would represent the Council at the Civic Society meetings. | | |
| **C15/066** | **Communications** | | | **14** |
|  | Members considered paying for an insert to be printed in Grange Now to let readers know the Town Council’s contact details. | | | |
| **RESOLVED** | That for one year on a trial basis, GTC would pay for a monthly insert to be printed in Grange Now to let readers know the Town Council’s contact details. The cost of £40 per edition for 12 months (£480 per year) to be funded from the GTC communications budget. | | |
| **C15/067** | **Allotment Flood Control** | | | **15** |
|  | Members noted that flood control measure works had been agreed with Cumbria County Council at Grange Fell Allotments and considered approving payment of £824 plus VAT. | | | |
| **RESOLVED** | That the payment of £824 plus VAT to Cumbria County Council to complete the scheduled flood mitigation works at Grange Fell Allotments was formally approved. To be charged to the GTC projects budget. | | |
| **C15/068** | **Band Concerts** | | | **16** |
|  | Members considered improvements at the Bandstand store. | | | |
| **RESOLVED** | 1. That the facilities at the Band Stand store for the provision of refreshments be improved, specifically that:   The Town Council provides in the store:   * Sink with draining board mounted on a kitchen unit (no doors required). Waste water to be collected in a bucket under the sink and empted in the portaloo. * Small water heater installed, located above the sink. * The cold water supply to be extended to a tap over the sink. * Single ceiling light provided with switch. * First aid kit and small fire extinguisher.  1. That the cost of the above, estimated to be around £680 to £880 is charged to the GTC projects budget. | | |
| **C15/069** | **Banners** | | | **17** |
|  | Members considered the amended Guidance for Banners on the Ornamental Park Railings. | | | |
| **RESOLVED** | That the further amended Guidance for Banners on the Ornamental Park Railings was approved. | | |
| **C15/070** | **Pensions Auto Enrolment** | | | **18** |
|  | 1. Members noted that the deadline for Grange Town Council to comply with auto-enrolment of staff onto a pension scheme was 1 February 2017. 2. Members considered independent financial advice and the identification of an appropriate pension scheme to ensure compliance. | | | |
| **RESOLVED** | That GTC registers with the Local Government Pension Scheme. | | |
| **C15/071** | **CALC Training** | | | **19** |
|  | 1. Members noted that the Acting Town Clerk attended a CALC training on 9 July 2015 regarding insurance, risk assessments, compliance etc at the cost of £30. 2. Members considered if any councillors wished to attend the Data Protection and Freedom of Information Legislation session being offered by SLDC in Kendal on 31 July, from 10.00am – 11.30am. | | | |
|  | **RESOLVED** | That no councillors wished to attend the Data Protection and Freedom of Information Legislation session offered by SLDC. | | |
| **C15/072** | **Next Meeting** | | | **20** |
|  | **NOTED** | That the next Full Council Meeting would be held at:  Monday 10 August 2015, 7.00pm Victoria Hall, Main Street, Grange-over-Sands | | |
|  | There being no further business, the meeting closed at 8.44pm | | | |
|  | **Signed:** |  | | |
|  | **Date:** |  | | |
|  | **Chair of Grange-over-Sands Town Council** | | | |