

**Minutes of the
Annual Parish Meeting of Seascale Parish Council
Held on Wednesday 7th June 2023
In the Methodist School Room Seascale**

Present:

Chair	Cllr Lizzie Mawson
Vice Chair	Cllr David Moore
Councillors	Cllr Bran Harvey-Chadwick
	Cllr Catherine Harvey-Chadwick
	Cllr John Graham
	Cllr Ken Mawson
	Cllr John Spokes
	Cllr Ian Tallentire
Clerk	Jill Bush

Public	R Cripps
	B Goulding (RBL)
	B Parsons
	B Raywood
	A Sim
	K Warmoth
	L Winterborne

Meeting recorded for minuting purposes

1 Apologies

None

2 Announcements from the Chair

None

3 Ratify Wednesday 4th May 2022 APM Minutes

Proposed a true record of the meeting by Cllr Spokes and seconded Cllr Graham

4 Annual Reports

4.1 Chairs Report

4.2 Annual Financial Report

The RFO provides the financial status of the accounts to the Council at each full council meeting. Therefore this report is a summary of the 2022/23 financial year.

Figures produced for the precept calculation were submitted for consideration and subsequently agreed a 2% precept increase, as per Copeland BC statement. End of year final figures show less than 1% variant, so well within the allowed 6% variation.

The closing cashbook balance on 31 March 2023 is £51,725.33.

The 2022/23 audit documents were forwarded to the internal auditors, and these have now been signed off with the following summary: "The information provided is comprehensive and found to be accurate. Financial controls are in place and supported by a robust risk register, minutes and detailed accounting records. I have no significant recommendations to make that would affect the accuracy of the Parish Accounts that are advertised on the website and sent to PKF Littlejohn. The accounts are accurate, concise and reconciled thanks to the diligence of the Clerk/RFO." The external audit will commence in June.

The 2021/22 internal and external auditors were satisfied with the SPC evidence supplied for each audit. The accounts were signed off with no issues by both auditors last year.

4.3 Amenities group Report

There is an amenities report to the Council at each full council meeting. Therefore this report is a summary of the 2022/23 activity and achievements.

Play areas – Both continue to be very popular. General maintenance continues as required.

Toilet block – Compliments continue on the cleanliness of the toilets. Full credit to Dawn. Sadly there was an arson attack on the gents' toilets earlier this year, which resulted in it having to be closed whilst extensive cleaning, repainting and repairs are carried out.

BMX track –

CCTV – Significant upgrade to the quality of the car park CCTV commenced in the spring of 2022, with additional cameras and further upgrades to be considered in the following financial year.

4.4 Sports Hall Annual Report –

Written instruction for the correct storage of soft play equipment.

It was felt that the current photographs were adequate, and that if any group didn't do it correctly they should be told immediately.

Mrs J Caulfield reported that everything was good at the moment.

Action: Committee to continue monitoring.

Update / replace soft play equipment, mats and trolleys.

Mrs J McClemens and Mrs J Caulfield have identified some damaged items that have been disposed of, and are looking at purchasing some new items, possibly a slide (£316), and a see-saw (£395).

Hall repainted

Mr J Walmsley purchased all materials and coordinated the Haverigg Prison Service in the painting of the foyer, toilets and main area of the Sports Hall.

Public liability insurance.

Insurance is now in place, thanks to Mrs J Caulfield for her efforts in organising this.

Heater Number 6 hanging off the wall.

Heater repaired, thanks to Mr J McElroy and Mr J Garner for their efforts.

New sign required.

Parish Council funded

The Sports Hall continues to be a valuable asset to the village and thanks must go to the committee for maintaining the effective running of it.

Thanks go to the out-going Trustees who have retired this year.
There is an ongoing action to recruit replacements.

We had another successful Coast to Coast Cycle event, in summer 2022, and are looking forward to arranging another one this summer.

Demand from regular user groups and children's parties remains at a consistent level.

Due to high usage the soft play slide and see-saw have been replaced.
The boiler in the kitchen and the heaters have also been replaced.

The window in the kitchen has had to be replaced.
This is an emergency exit and has to be kept in good order.

The foyer, male and female toilets and the walls in the main hall have recently been painted by Haverigg Prison Service.
This has made a massive improvement to appearance of the inside of the building.

Disappointed to discover the Parish Council does not have public liability insurance.
A significant amount of work has had to be carried out, by members of the committee, to try and source suitable insurance.
This has had to include additional inspections of our equipment and facility.
As a result a new Bouncy Castle has had to be purchased in order to conform to current legislation.
The risk assessment will also need updating to comply with the insurance policy.

Due mainly to additional costs. i.e.- water rates, insurance and rises in electricity costs and usage, our charges will have to rise this year.
The cost for the Christmas Lights has massively increased this year and the reason for this is being looked into.

Finally I would like to thank members of the committee for their ongoing efforts in making the Sports Hall a success.

Mrs J McClemens reported that the finances had been audited and signed off.
New charges would be implemented from 1st June 2023.
Children's party £50 for 2 hours.
£10 per hour for other groups.
This is still cheaper than other similar venues in the area.

Charity Commission / Trustees.

The Sports Hall currently have no Trustees due to them retiring / resigning.
Mrs J Caulfield reported that the Charity Commission had asked her to provide the names of the Trustees. We desperately need to recruit some more.
Mr A Lee is currently involved in recruiting Trustees for the SRA and it was felt he would be the best person to sort this out for the Sports Hall.
Mr I Tallentire, Mr C Fox and Mr P Evans have expressed a wish to volunteer as Trustees.
All committee members are trustees by default.

Trustee insurance is in place.

Election of Committee.

Nobody volunteered to be Chairman so the role will continue to be carried out by Mr J Walmsley. However a temporary Chairman will be elected at each meeting.

Mr J Walmsley – Secretary.

Mrs J McClemens – Treasurer.

All others present were elected as committee members.

Any Other Business

Building inspection.

Action: Mr I Tallentire to ask the Parish Council.

Should we be a “Charitable Incorporated Organisation”.

Defibrillator.

It was agreed that the Sports Hall would donate £200 and the Cricket, Bowling and Dog clubs would make a joint donation of £500.

A new Bouncy Castle has been purchased.

4.5 Library Annual Report –

5 Questions from members of the public

None

6 Dates of forthcoming meetings

Next AGM Wednesday 15th May 2024