

Seascale Parish Council

Chair Person; Lizzie Mawson

Clerk; Currently vacant (please contact the chairperson)

theclerk@seascaleparishcouncil.co.uk

<http://www.seascaleparish.com/>.

Dated; 6th Oct 2025

Dear Councillor,

You are summoned to attend the month meeting Seascale Parish Council, which will be held in **Methodist School Rooms Seascale on Wednesday 5th November 2025 at 7pm**. If you are unable to attend, please pass your apologies to the Chair in advance of the meeting.

The agenda is printed below.

Yours sincerely

Lizzie Mawson

Chair.

Agenda

41/25 Apologises for absence

42/25 Requests for dispensations and declarations of interests

- i) Register of Interests. Councillors are reminded of the need to update their register of interest if any changes have occurred
- ii) Requests for Dispensations
- iii) Declarations of interests of any prejudicial interests in items on the agenda and their nature. (Councillors with prejudicial interests must leave the meeting for relevant items)
- iv) To declare any personal interests in items on the agenda and their nature

43/25 Exclusion of Press and public

To decide if there are any items of business listed on the agenda which require exclusion of the press and public (Public Bodies Admission to Meetings Act 1960)

44/25 Minutes of meetings

- i) Minutes of the meeting held on 15th October 2025
- ii) Minutes of the Extra Ordinary meeting held on 29th October 2025
- iii) Placement of 2025 agendas and minutes on web site - BHC

45/25 Chair's Announcements

- i) Resignation of Councillor
- ii) Interview for Clerk position and recommendation
- iii) Update on Locum arrangements if required
- iv) Locum paper as sent by JC if required

46/25 Public participation (Max 4 mins per person – Max session length – 15 mins)

This is at the chairperson's discretion, and no decision can be made on items brought to the attention of the parish council under this item.

47/25 Reports from visiting Councillors & Police – for information

48/25 Clerks report/correspondence

Verbal report and consider items raised.

49/25 Community Resilience

- a) Christmas in Seascale
To note any issues requiring SPC attention
- b) Update on the work and projects in relation to the Heart of Communities T and F group - DM

50/25 Play Ground

- a) Update on condition and proposals for ongoing inspection to be agreed following LP resignation
- b) Proposal to refurbish – where next?

51/25 Parish Council Assets

- a) Sports Hall – BHC (email)

- i) Clarification of planning requirements for proposed mural CTV – refurbishment – BHC
 - ii) Agreement sought to get quote to repair urinals – BHC
 - iii) 5 year electrical inspection
 - iv) CCTV repairs to be noted
- b) Public toilets maintenance –who will progress quotes?
 - c) Flag pole update – ZO
 - d) Library repairs update –ZO
 - e) Inappropriate final demand energy bill - DM
 - f) Library bid for replacement update – MB
 - g) Defibrillator update - JC

52/25 Parish Maintenance and Highways

- a) Future of mower - MB
- b) Progress on finding new storage - ALL
- c) Preparation for contracting for grass cutting - MB
- d) To discuss and agree to replace the missing piece of fencing at the car park in front of the disabled bay by the entrance. - ZO

53/25 Planning and Licencing applications

16/10 Removal of sycamore tree -see PC web site

54/25 Planning and Licencing decisions

None to note

55/25 Governance, Support Structures and Staffing

- a) Proposal to meet with web master – DTBA
- b) Update from T and F group (prior circulated papers) – LM/JC
 - i) Standing orders – Nov meeting – note delay
 - ii) Staffing committee – comments for December meeting
 - iii) Working Groups - comments for December meeting

56/25 Finance and accounts

RFO Report 29th October 2025

Bank Balance at 29th October 2025:

Current Account	£27,241.19
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General Reserves	£107,769.31
Unity Card	£100.00
Total	£135,110.50

Payments made in October

Date	Creditor	Credit	Debit (gross)	VAT	Comments
6/10/25	Dawn Dennett		£230.00		Toilet block cleaning
14/10/25	Octopus Energy		£35.38	£1.68	Toilet block electricity
14/10/25	Octopus Energy		£429.62	£71.60	Library electricity
19/10/25	Waterplus		£247.64		Toilet block water
19/10/25	Quality Cleaning		£162.00	£27.00	Litter bin emptying
19/10/25	WF Cascade		£37.04	£6.17	Toilet block supplies
19/10/25	PATA Payroll		£37.35		Payroll services (late payment)
27/10/25	EE Limited		£25.82		DAV monthly SIM maintenance
31/10/25	Unity Trust Bank		£7.80		Service charges

Payments for authorisation at November meeting

Supplier	Description	Amount	VAT	Approve/Ratify
Anja Phoenix	Seascale Beach Information Board	£500.00		
Miller Roofing	Library repairs	£1152.00	£192.00	
Waterplus	Toilet block water	£432.11		
Quality Cleaning	Litter bin emptying	£162.00	£27.00	

- i) Bank reconciliation and spend against budget (to be signed)
- ii) Issues raised by auditor and response – further update LM/MB
- iii) Other financial transactions to be noted- DM
- iv) Progress for Auditing accounts from 1st April 2025 to date -MB
- v) Payment to RFO – MB
- vi) Payment to supporting clerk - MB

57/25 Budget for 2025/26

- i) Councillors to bring items for inclusion and discussion - ALL
- ii) Initial thoughts from acting RFO to be tabled for discussion -MB

58/25 Councillors matters

An opportunity for Councillors to raise new issues – No decisions can be made on these matters but the Clerk may make investigations and/or they may be placed on future agendas for the Council.

59/25 Date of Next meetings

To confirm or amend to accommodate appointment/locum arrangements

All at 7pm in the Methodist School Rooms, Seascale

3rd December 2025, 7th January 2026