

Seascale Parish Council

Chair Person; Lizzie Mawson

Clerk; Currently vacant (please contact the chairperson)

theclerk@seascaleparishcouncil.co.uk

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

Dated; 28th November 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 3rd December 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

60/25 Apologies for absence

61/25 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

62/25 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)

63/25 Minutes of meetings

- i) Minutes of the meeting held on 5th November 2025
- ii) Items carried forward from previous meetings – prior circulated papers with historic numbering
 - 6.14 – effectiveness of working groups -JC
 - 7.1 – proposal to form a staffing committee -JC
 - 7.2 - proposal to adopt NALC model of standing orders -JC

Proposal to deal with these items as 74/25 - LM

64/25 Chair's Announcements

Verbal report

65/25 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.

66/25 Reports from visiting Councillors & Police – for information

Cumberland Cllr Moore – verbal (minutes of Cumberland Council full meeting are on their web site)

67/25 Clerks report/correspondence

- a) Local plan
- b) HIMS
- c) Electric charging points
- d) Parish Councillor Vacancy
- e) Web site

68/25 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
 - i) Review of schedule of payments - attached
 - ii) Decision on letting contracts

69/25 Play Grounds

- a) Update on repairs and maintenance – to note
- b) Proposal to seek a maintenance contract - MB**

70/25 Parish Council Assets

- a) Sports Hall – BHC (email)
 - i) Consideration of quote to repair urinals – BHC
 - ii) Request for quotes for other items to be funded (ceiling repair /electrics)- BHC
 - iii) Request to seek quote for dehumidifier - BHC
- b) Public toilets maintenance – suggestions for bid for remaining £19K of quote - MB.
- c) Flag pole update – ZO
- d) Library repairs update –ZO (MB has ZO report)
- e) Gas meter removal - MB
- f) Library bid for replacement – request to ask Day Cummins to undertake a condition/structural survey (quote £800 plus VAT) - MB
- g) Pavilion maintenance – request to seek quote for new door - KM

71/25 Parish Maintenance and Highways

- a) Preparation for recruiting volunteers/contracting for grass cutting – MB/CHC - attached
- b) Consideration of advert for Volunteers – MB - attached
- c) To agree quote to replace the missing piece of fencing at the car park in front of the disabled bay by the entrance. – ZO/MB

72/25 Planning and Licencing applications

Currently nothing to note

73/25 Planning and Licencing decisions

Currently nothing to note

74/25 Governance, Support Structures and Staffing

- a) Update from Task and Finish group - ref
 - Prior circulated papers - 6.14,7.1,7.2
 - Summary paper and attachments to cover the following items:- attached

- i) Removal/approval of Standing orders - attached
- ii) Staffing Committee TOR - attached
- iii) Personnel Committee TOR- attached
- iv) Asset and Development working group - TOR attached
- v) Proposal for updating policies and procedures
- vi) Financial standing orders – to note

75/25 Finance and accounts

RFO Report 25th November 2025

For Seascale Parish Council Meeting 3rd December 2025

Bank Balances as of 25th November 2025:

General Reserves Account:	£110,519.31
Current Account:	£21,881.52
Unity Card:	£100.00
	£132,500.84

Payments made in November 2025:

Date	Creditor	Credit	Debit	VAT	Comments
05/11/2025	Dawn Dennett		£230.00		Toilet block cleaning
10/11/2025	Waterplus		£432.11		Toilet block water bill
10/11/2025	Quality Cleaning		£162.00	£27.00	Litter bin emptying
10/11/2025	Millers Roofing		£1,152.00	£192.00	Repair Library roof
10/11/2025	Anja Phoenix		£500.00		Seascale Information Board
14/11/2025	Octopus Energy		£38.40		Toilet block electricity
14/11/2025	Octopus Energy		£520.76		Library electricity
14/11/2025	British Legion		£30.00		Wreath
20/11/2025	Nuclear Waste Services	£2,750.00			Grant for Game on Sports
21/11/2025	Cash deposit	£539.00			Seascale Car Park Honesty Box
25/11/2025	PATA Payroll		£76.15		Payroll services (late payments)
25/11/2025	Reece Robinson		£2,750.00		Grant for Game on Sports
330/11/2025	Unity Trust Bank		£6.90		Service charges

Payments for authorisation at December Parish Meeting:

1.	Cumberland Council Waste Collection Charges	£611.00
2.	Quality Cleaning Litter bin emptying	£162.00
3.	Michael Warmoth RFO duties September-November 2025	£381.60
4.	Waterplus Toilet block water bill	£129.05
5.	Utility Warehouse Gas bill 2023-2025	£819.28
6.	Alicia Gee Relief cleaning	£97.50

7.	Jay Halliwell electric Ltd Emergency electrical repair sports hall/pavilion.	£518.40
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- i) Bank reconciliation and spend against budget -confirmation by signatories – CHC and DM
- 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

76/25 Budget for 2026/27

- i) V2 Draft budget summary - attached

77/25 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.

78/25 Date of Next meetings

All at 7pm in the Methodist School Rooms, Seascale

Proposal to move 7/1/26 meeting to 14/1/26

5th February 2026, 4th March 2026