

Seascale Parish Council

Chair Person; Lizzie Mawson

Minutes of the ordinary meeting held on 3rd Dec 2025

at Methodist School Rooms, Seascale

Present: Lizzie Mawson (chair) LM, David Moore (Vice chair) DM, Jane Coltman JC, Ken Mawson KM, Catherine Harvey-Chadwick CHC.

60/25 Apologises for absence

Zoe O'Hanlon - personal commitments, Bran Harvey- Chadwick- work commitments.

4 members of the Public were present.

61/25 Requests for dispensations and declarations of interests

None declared

62/25 Exclusion of Press and public

No items identified

63/25 Minutes of meetings

- i) Minutes of the meeting held on 5th November 2025 were approved
Proposed by DM seconded by LM
- 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 -JCProposal to deal with these items as 74/25 – agreed.

64/25 Chair's Announcements

LM reported that all items are on the agenda and will be referenced.

65/25 Public participation

A member of the public reported that young people had thrown rubbish at her door. She has personal CCTV and was assured that the SPC CCTV footage would be available for any police enquiry.

She also said she had requested H and S Exec to inspect the car park believing that there are breaches.

Three members of the public asked why an election had been called as it seemed unnecessary expense. The process that needs to be followed once there is a vacancy was explained. After the published date (15th Dec 2025) nominations will be received and if there is only one candidate, an election will not be necessary but if more than 1, then there will be an election on 22nd Jan 2026.

Discussion regarding notice boards concluded with an offer to use the Wishing well notice board for SPC notices instead of the library and also for wider village use. A notice will be put on the web site. A gentleman offered to improve the locking device.

Progress on the Lights Festival is positive including a lantern workshop which was well attended. Any money collected on the night will be carried over to next year. LM suggested the SPC would be supportive to the Lights Festival next year.

Agreed; DM will liaise as appropriate to ensure SPC lights are switched on at the appropriate time.

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

Cumberland Cllr Moore reported on his recent walk round The Banks with highways to consider parking issues. HMOs in future will require parking – please notify DM if you know of any being developed; consideration of yellow lines/residents parking not straight forward; yellow lines do have regular ticketing, but people still ignore them; will review traffic order and then remove the sign.

South Cumberland Community Panel will meet in the Pavillion; 10am on 11th Dec 25

67/25 Clerks report/correspondence

- a) Local plan – DM to confirm that historic registering will apply
- b) HIMS – much improved, encourage people to use
- c) Electric charging points – MB to re -register Seascale interest.
- d) Parish Councillor Vacancy – key dates 15th Dec 25, 22nd Jan 26.
- e) Web site - MB requested items for adjustment /removal to be sent to her

- f) Notice of strike action received for w/c 8th Dec 25
- g) Notice of road closure for lights festival.

68/25 Community Resilience

- a) Update on the work and projects in relation to the Heart of Communities T and F group was given by DM who reported that this has been a successful group and support to submit the bid from CCF had been invaluable. The bid has been approved and subject to NDA processes, 75% of the money should arrive in the next few days.
DM referred to the schedule of payments and contractors and asked Cllrs to note that SPC would need to honour the VAT until it can be reclaimed.
The contracts will now be prepared and checked by the T and F group and then signed by Chair/Clerk.
JC proposed that all the above is progressed, KM seconded. All agreed.
Thanks for support go to CCF.

69/25 Play Grounds

- a) MB gave a report on works on behalf of L Pedham, all progressing including rope, gavel pit and turfing of concrete pipe
- b) MB reported that there was a potential to have a different style maintenance contract next year that may need to come to the January meeting.

70/25 Parish Council Assets

- a) Sports Hall -MB reported in BHC absence
 - i) Urinals – seeking alternative quoted
 - ii) Long discussion on humidifier regarding previous attempts to resolve the condensation issue. Suggested the Sports committee consider hiring and trying before buying.
- b) Public toilets maintenance quote was presented. It was agreed that MB would bid for the available lottery funding.
- c) Flag pole quote has changed and is more costly. When there is a dry calm day the pole will be lowered and consideration given to brackets and shackles.
- d) Library repairs update – still awaiting quotes

- e) Gas meter removal – DM to check it has been totally removed, MB can then do next steps,
- f) Library bid for replacement –A plasterer whilst quoting for work, suggested that the building required a structural survey. MB checked with Day Cummins to ensure that this had not been undertaken previously and to request a quote. (£800 plus VAT)
Proposal ; MB should request Day Cumings to undertake the survey
Proposed by LM seconded by CHC
- g) Pavilion maintenance – KM requested permission to seek a quote for a new door - Agreed.

71/25 Parish Maintenance and Highways

- a) MB presented a paper on the work she and CHC had undertaken in preparation for recruiting volunteers/contracting for grass cutting. There was general agreement that all the points had been covered and timescales noted.
- b) MB presented a potential poster as an advert for Volunteers – agreed that this would be displayed widely. CHC volunteered to do this.
- c) ZO had spoken with 3 potential contracts regarding a quote to replace the missing piece of fencing at the car park in front of the disabled bay by the entrance but to date no quotes had arrived. DM spoke of the potential requirement to have a road closure/traffic control order.

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

MB reported that the T and F group had become JC and MB but others had also provided input. Councillors considered

- Prior circulated papers - 6.14,7.1,7.2
- Summary paper with attachments to cover the following items:-
Standing orders

Personnel committee replacing suggested Staffing Committee
Asset and Development working group
Proposal for updating policies and procedures
Financial standing orders – to note

The following are the motions;

Councillors are asked to approve the removal for the current Standing orders from the web site and add the revised standing orders for publication on the web site for implementation post this meeting, subject to any variations required form the following motions.

Proposed LM seconded DM all agreed.

Councillors are requested to disperse the amenities and Finance/general purposes subgroups and remove the ToR from the web site.

Proposed LM seconded DM all agreed.

Councillors are asked to approve the TOR for the Staffing Committee and agree to approve membership at the January meeting.

Proposed JC, seconded LM all agreed

Councillors are asked to approve the TOR for the Asset and Development working group and approve membership at the January meeting

Proposed DM seconded KM all agreed

Councillors are requested to approve the proposal for JC to pass BHC policies to upload on to the web site for Councillors to approve, work to be completed by May 26 Annual meeting.

Proposed LM seconded CHC

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
30/11/2025	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
8.	Cumberland Council election expenses	£2,630.34

To note; item 8 was a late addition and item 5 will not be paid until the issues are resolved.

Councillors are requested to approve the above financial transactions.

Proposed CHC, seconded DM 4 x for 1 x abstained.

- i) Bank reconciliation and spend against budget -confirmation by signatories – CHC and DM – this still requires a better approach.
- ii) Issues raised by auditor and response, there have been no further updates and this is now impacting on grants. MB to chase.
- iii) Progress for Auditing accounts from 1st April 2025 to date –MB reported that M Marmoth continued to work hard and it will be much easier to audit this year.

76/25 Budget for 26/27

- i)** V2 Draft budget summary had been prior circulated to demonstrate the work undertaken to date and the cost pressures being placed on setting a precept. Councillors expressed their concerns and disappointment that the precept may need to rise by 20%.
- ii)** The budget will be the major item for the January meeting, and a detailed budget will be circulated in time for Councillors to raise questions before the meeting, so all can come prepared.

77/25 Councillors matters

- Toilet doors are rotten, temporary repairs being done, New are included in proposed bid.
- JC reminded that she still requires invoices for original purchase of Defibs MB to ask MW
- Report of 3 SPC lights not working properly – DM/LM to check and brief electrician

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 agreed**

5th February 2026, 4th March 2026

Meeting ended at 7.55