

Seascale Parish Council

Chair Person; Lizzie Mawson

Clerk; Currently vacant (please contact the chairperson)

theclerk@seascaleparishcouncil.co.uk

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

Dated; 30th April 2026

Dear Councillor,

You are summoned to attend the annual meeting of Seascale Parish Council, which will be held in **Methodist School Rooms Seascale on Wednesday 6th May 2026 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

73/26 Election of Chairperson

74/26 Election of Vice Chairperson

75/26 Present and Apologies

76/26 Accept delivery of the chair's acceptance form or resolve to receive at a later date.

77/26 Confirmation of the accuracy of the minutes of AGM 14/5/25

Ratification of the minutes of the meeting held on 1st April 2026

78/26 Receipt of the minutes and recommendations made by Personnel Committee - None to note

79/26 Review of delegation arrangements to external organisations (none identified?)

80/26 Review of terms of reference for Personnel committee (web site)

81/26 Appointment of members to Personnel Committee

Currently; LM, JC,ZO,BHC

82/26 Review of terms of reference assets and development working group (web site)

83/26 Appointment of members to the asset and development working group

Initial work being completed

84/26 Appointment of any new committees/working groups ??-

85/26 Appointment of an internal auditor for 25/26 - Rachael Kelly

86/26 Review and adoption of standing orders and financial regulations (web site)

87/26 Review of arrangements (including legal agreements) with other local authorities, not for profit bodies and businesses (Library, sports hall, bowling club, CCTV, Web site, Mowing, Sellafield, Waste, cleaner, other?) In hand

88/26 Review of representation on or work with external bodies and arrangements for reporting back (GFD, Sellafield Stakeholders group, other?)

89/26 Review of inventory of land and other assets including buildings and office equipment – Asset register on web site and ongoing review

90/26 Confirmation of arrangements for insurance cover in respect of all insurable risks
Insurance renewal 1/6/26 – revised quote requested

91/26 Review of the councils and/or staff subscriptions to other bodies (CALC/NALC)

92/26 Review of Council's complaints procedure - on web site

93/26 Review of Council's policies and procedures in respect of its obligations under freedom of information and data protection legislation - on web site

94/26 Review of council's policy for dealing with press/media – in process

95/26 Review of Council's employment policies and procedures – pack to be signed off by Personnel Committee

96/26 Review of council's expenditure under s 137 of the local government act 1972 or the general powers of competence – to be reported

97/26 Determination of the time and place of ordinary meetings of the council up to and including the next annual meeting of the Council

2026 - 3/6, 1/7, 5/8 (if required, 2/9,7/10,4/11,2/12,

2027 – 6/1, 3/2, 3/3,7/4, annual meeting 5/5, parish meeting 12/5.

Methodist School Rooms at 7pm.

98 /26 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

99/26 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)

100/26 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.

101/26 Reports from visiting Councillors & Police – for information

- a) Cumberland Cllr Moore – verbal
- b) GDF/Sellafield site stakeholders – Cllr Moore - verbal

102/26 Clerks report/correspondence

- a) Update from Utility Warehouse
- b) FOI requests 1 and 2 and 3
- c) Emails received (verbal report)
- d) CALC mailing – prior circulation

103/26 Community Resilience

- a) CCTV (update plus invoice) -BHC
- b) Car park – proposal to hold a special council meeting - MB

104 /26 Play Grounds

- a) Foreshore play park : Repairs and maintenance to note for related action – LM
- b) CC Quotation for play park inspection £82.57 ex VAT per month plus £70 plus vat for annual inspection.
- c) Consider issues related to Coniston play park- Task and Finish group – ZO/DM
- d) Litter bin emptying on Coniston and foreshore – MB proposal attached
- e) Ninja Fitness trail opportunity – to consider if this should be progressed - ZO

105/26 Parish Council Assets

- a) Sports Hall – BHC
- b) Library refurbishment progress report – ZO/MB verbal update
- c) Library - Replacement of canopy and drainpipe – ZO (invoice attached)
- d) Updated asset register -MB -attached

- e) Web site – to consider recommendation to upgrade the system and associated costs (paper attached)

106/26 Parish Maintenance and Highways

- a) To note grass cutting progress JC.

107/26 Planning and Licencing applications

\$/26/2128/OFI Breach Villa, Drigg Road Seascale - extension to form kitchen, master bedroom and balcony.

108/26 Planning and Licencing decisions

None new to date

109/26 Governance, Support Structures and Staffing

- i) To note progress on recruitment.
- ii) Insurance renewal (revised quote requested) - MB
- iii) Risk register (attached) _ MB
- iv) Training proposals - MB
- v) Progress on updating policies and procedures - prior circulated JC
- vi) To remind - Annual Meeting 13/5/26

110/26 Finance and accounts

RFO Report 28th April 2026

For Seascale Parish Council Meeting 6th May 2026

Bank Balances as of 28th April 2026:

General Reserves Account:	£138,955.38
Current Account:	£67,198.98
Unity Card:	£100.00
	£206,254.36

Payments made in April 2026:

Date	Creditor	Credit	Debit (gross)	VAT	Comments
01/04/2026	Opening balance	£157,696.96			
01/04/2026	Cumberland Council	£30,600.00			Precept
07/04/2026	Dawn Dennett		£230.00		Toilet block cleaning
15/04/2026	Octopus Energy		£43.35	£2.06	Electricity - Toilet block
15/04/2026	Octopus Energy		£641.54	£106.92	Electricity - Library
15/04/2026	RAC Windows		£1,200.00	£200.00	Door for Seascale Cricket Club
22/04/2026	Cumberland Council	£20,000.00			Hearts Community

26/01/2026	EE Limited		£27.71		DAV monthly SIM maintenance
		£208,296.96	£2,142.60	£308.98	

111/26 Payments for authorisation at May Parish Meeting:

1.	Vortex Security Services – Maintenance of CCTV systems	£339.50
2.	WF Cascade – Rubbish sacks for Foreshore	£118.06
3.	Whamos Limited – Assertion 10 Audit & Compliance work	£500.00
4.	Rachael Kelly - Audit	£75.00

Request from Gosforth PCC for annual increase to £300.00

112/26 To receive the IA report

113/26 AGAR report 25/26

- a) Form 3
- b) Reserves and variances

114/26 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.

115/26 Date of Next meetings

All at 7pm in the Methodist School Rooms, Seascale

3rd June 2026, 1st July 2026, (5th Aug 2026 if required)

APM – 13th May 2026

