

**MINUTES OF THE JUNE 2025 ORDINARY MEETING OF THE
SEASCALE PARISH COUNCIL
Held in Seascale Methodist Hall on 4th June 2025 at 7 pm**

Attended:	Lizzie Mawson	LM	(Chair)
	David Moore	DM	(Vice-Chair)
	Bran Harvey-Chadwick	BHC	
	Ken Mawson	KM	
	Zöe O'Hanlon	ZO	
	Jane Coltman	JC	
	Michael Warmoth		(Clerk/RFO)

1. Apologies for absence: Catherine Harvey-Chadwick (CHC)

2. Announcements from the Chair:

The Chair welcomed the two newly elected members Zöe O'Hanlon and Jane Coltman. She paid tribute to the late Stephen Brown, a well-respected member of the community who was instrumental in the success of Seascale Cricket Club. She said he would be sadly missed by the parish and sent the Parish Council's condolences to his family.

3. Declarations of interest by councillors in respect of agenda items:

LM and KM declared an interest in a planning application which was subsequently not discussed.

4. Ratify Minutes of the previous meeting:

It was agreed that the minutes of the annual council meeting would be ratified at the next meeting.

Minutes of the ordinary meeting of 14th May 2025: JC proposed an amendment to the date of the meeting to read 2025 rather than 2024 – agreed, JC stated that the minute regarding the AGAR was incorrect (9.3) as the individual sections had not been approved – this amendment was not put to the vote, Proposed by KM and seconded by DM that the minutes were true and accurate; signed by the Chair.

5. Matters arising

5.1 LM stated that the bench had been ordered, delivered and installed

5.2 The Clerk had written to the Whitehaven Town Crier Committee to thank the Town Crier for all the work he did at the Imagine Festival and had received an acknowledgement from the Committee.

5.3 The Clerk had written to the organisers of the Imagine Festival to thank them for organising a very successful event in the Parish.

6. Councillor co-option

There was one candidate for co-option, Louise Pegram (LP), who was proposed by ZO and seconded by JC. The Acceptance of Office was signed and witnessed and Cllr Pegram was invited to join the Parish Council.

7. Planning

LM said that there had been three late applications, which had arrived too late for inclusion

on the agenda.

7.1 4/25/2178/0F1 – Install conservatory extension to the front of the property – 30 Seascale Park. JC said that it was a small scale development with no material considerations, so she moved to recommend approval. DM said that the wording that the Council used was no objections because SPC couldn't approve it. JC explained that the planning officer would take the council's comments into account. Resolved to recommend approval.

Three more planning applications had come in since the agenda was published and DM suggested that they be considered in order.

4/25/2182/0F1 Construction of a single storey outbuilding to the rear of the property – 52 Santon Way, Seascale. DM stated that it was a minor application and he was minded to approve. JC stated she was uncomfortable discussing any of the applications that she hadn't had a chance to consider prior to the meeting and suggested that councillors could submit comments individually. ZO stated that there has been no opportunity for input from residents who may wish to submit an objection. Resolved, to request an extension to the deadline in responding to Cumberland Council until after the next meeting.

4/24/2184/0F1 – extension and alterations to Seascale Library to form Seascale Community Hub – Seascale Library. ZO said that the plans had been available in the library for a year. JC said that she was still uncomfortable discussing anything that had not appeared on the agenda, however as this application had been submitted by the Parish Council there were no reasons to object to this application. Resolved to submit a response of no objections.

4/25/2188/0N1 – Prior notification – Bailey Ground Farm, Seascale. DM said that this was only a variation of roofing sheets. It was resolved to request an extension to the deadline in responding to Cumberland Council until after the next meeting.

DM summarised – one recommendation of approval, no objections to the library application, and extension to the response time to be sought for the other two.

The Clerk was asked to let councillors know if no extension was granted for those two, so that councillors could respond individually if necessary.

8. Reports from Councillors and Working Groups

DM reported that he had attended the GDF Mid Copeland Community Partnership meeting on 2nd June 2025. He reported that Lincolnshire County Council has decided to withdraw from the Community Partnership. This means there are only two Community Partnerships left, Mid and South Copeland. DM reported that NWS are planning more environmental surveys to identify the presence of overwintering birds and passage birds and identify the sensitivities of the local environment to ensure these are taken into account in the planning for future site characterisation works. He also reported that the Visioning subgroup would be preparing a document based on the surveys they had conducted within the Mid Copeland area. He also reported that the Community Investment Panel has spent £706,126 of its current funds (for which the deadline is November 2025). He stated that Seascale School had submitted a CIF grant application for an outdoor classroom. DM reported that the Partnership would be conducting a doorstep survey as well as adverts on Facebook and stands at both Gosforth Show and Rotating Wheels. The survey will include questions on Property Value Protection to gauge local feeling. The survey would be conducted by a company called Yonder and DM wanted to give Seascale parishioners advance warning of the survey.

9. Finance

9.1 Report from the RFO

Current Account	£34,404.24
General Reserve Account	£98,365.12
Unity Card	£100.00
Total	£132,869.36

Payments for May 2025

Date	Payee	Debit	VAT	Description
05/05/2025	T & C Biggins	£901.00		Sports Hall/Toilet Block repairs
05/05/2025	Reece Robinson	£2,750.00		Game on Sports Camp
07/05/2025	Millers Roofing	£3,048.00	£508.00	Toilet block roof repair
09/05/2025	Quality Cleaning	£126.00	£21.00	Litter bin emptying
06/05/2025	Octopus Energy	£37.14	£1.77	Toilet block electricity
06/05/2025	Octopus Energy	£499.54	£83.26	Library electricity
27/05/2025	EE Limited	£25.82		DAV monthly SIM maintenance
27/05/2025	Sue Bamforth	£100.00		Internal Audit
27/05/2025	TJ Services	£420.00		Grass cutting
27/05/2025	David Moore	£58.59		Oil for mower
31/05/2025	Unity Trust Bank	£7.65		Service charge

9.2 June Payments

02/06/2025	Quality Cleaning	£162.00		Litter bin emptying
02/06/2025	Waterplus	£93.82		Toilet block water bill
04/06/2025	Zurich Municipal	£3,926.48		Insurance Policy
04/06/2025	Gleason UK Ltd	£978.67	£163.11	Bench for Hallsenna Road
04/06/2025	CALC	£394.85		Annual subscription

The last three June payments had been received on the day of the meeting. JC said that the financial regulations 6.10 states that there should be a schedule of payments for approval issued for the meeting, but the Council wasn't following this procedure. Payments were being made, then approved retrospectively. LM said that many of the payments were recurring payments and others had already been discussed in previous meetings. JC said that even where expenditure had been agreed, payment of the invoice still needed to be agreed by the full council. A schedule of recurring payments could be submitted for authorisation annually so that they could be pre-approved. Resolved to approve the payments

10. Parish Assets

10.1 Car Park and Foreshore

10.1.1 Overnight Parking

ZO had been approached by several residents. She requested that the Parish Council review the car park policy in line with current local byelaws, information boards and information in the public domain. She presented a Copeland Council TRO that prohibited overnight occupation of caravans and motor homes in the car park. The other Councillors present were unaware of this TRO which had not been mentioned when the car park had been transferred from Copeland Council to the Parish Council. Under the TRO it is illegal to sleep in the car park and should be reported to the police. ZO also referred to sign posts on the beach front, but LM responded that these signposts belonged to Cumberland Council and not to the Parish

Council. ZO requested that the Parish Council's car park policy was changed to reflect the TRO which was agreed. LM asked who would enforce this, ZO said that it would be the police. DM will ask Cumberland Council to install signage. LM asked that DM check with Cumberland Council. ZO said that there had been an increase in camper vans and people had raised concerns about travellers. Resolved to remove the wording that allows overnight occupation of caravan and camper vans and to ensure it is clear that no fires are allowed.

10.1.2 Foreshore litter bins

LM had obtained a quote for £58 for the cleaning of the litter bins following a request from a volunteer at the previous meeting. Proposed by JC and seconded by BHC, all agreed to having the bins cleaned.

10.2 Library

DM reported that the planning application had been submitted. He was meeting with Cumberland Coastal Fund on 5 June 2025 to discuss the £80,000 funding that this organisation was keeping in reserve for the refurbishment. He also has a meeting scheduled with Gareth Kavanagh at Voluntary Action Cumbria who will be able to support the Parish Council in making a bid to the Community Investment Fund for the £500,000 needed to complete the project. The Library Trustees asked if one of the Parish Councillors would be willing to take on the role of Council representative and ZO volunteered to do so.

10.3 Play areas

LP had written to the Parish Council regarding some exposed metal bolts in the Play area. LM responded that she had spoken to the contact at Cumberland Council who had come out and repaired the fault which had been damaged by the recent heavy rain. LM reported that since the resignation of Councillor Porter the Parish Council needed someone to drive forward the plans to refurbish the play areas and LP agreed to take on this role. JC reported that there is a company who advertise to Parish Councillors who will work on the bids for new equipment. LM said she would obtain a quote for gravel for the pit.

There had also been a question about who received the Play area inspection reports. Although LM received a verbal report from the inspector each month, the Council had not received the written reports for some time due to the long-term illness of a member of staff in the Inspection Team. LM had discussed this with the inspector and in future all reports will be sent to the Clerk to distribute among the Parish Councillors.

10.4 Toilet Block

Nothing to report

10.5 CCTV

BHC reported that the annual service was required to fix the problems that had recently occurred. The cost of the service was quoted at about £120.00 + VAT, which was approved by the Parish Council. Further fly tipping issues had been reported and DM and CHC had investigated these. BHC had found some video footage from the CCTV of a person fly tipping which will be sent to the enforcement officer. It was suggested that a small compound should be placed around the trade bins with a locking gate. JC suggested that an advert be placed on Facebook to find a contractor. LM said that an appeal would be put on Facebook for somebody. DM reported that there had been one successful prosecution based on evidence from the CCTV, he said that the fines for fly tipping could reach £1,000, although Cumberland Council normally fined a few hundred pounds.

10.6 Sports Hall

BHC reported that the Sports Hall were applying to the Community Investment Fund to replace their soft play area equipment.

10.6.1 Grass cutting in the Seascale Sports and Recreation field

As mentioned in the previous meeting DM reported that the Seascale Recreational Association were having problems finding a grass cutter after their previous contractor had let them down. DM stated that under the conditions of the Community Grant received to buy the mower, the Parish Council could not charge for this as a commercial transaction, but it could receive a donation. JC asked if the Grant conditions covered the field and DM said that as it is a village amenity it was covered by the terms of the grant. It was agreed that this should go ahead and that the Parish Council should ask for a donation of £500 per annum. DM said that Cumberland Council have provided him with the dates of the planned cuts of the grass verges in the village, the first weeks in July and September and that the Parish Council will undertake cuts in between these times to ensure the verges remain tidy. DM said that volunteers would be welcome. JC suggested a Facebook call for volunteers was posted. BHC said that he would put a post out asking people to volunteer and help with the upkeep of the village. also put a call out for further volunteers to trim areas such as the BMX track and the Dell. Full training and safety equipment will be provided.

11. Highways

LM had been asked by a resident how often traffic surveys are carried out and would one be carried out now that the speed limit into the village has been reduced to 50mph. DM responded that he would check with Highways.

KM asked about the fencing around the old gatepost at the entrance to Seascale Railway Station car park and about the hole that has appear just in front of the entrance. DM said he would report it to Highways but encouraged everyone to report it on the Cumberland Council website (<https://www.cumberland.gov.uk/parking-roads-and-transport/streets-roads-and-pavements/road-maintenance-closures-and-improvements/report-problem-street-or-road>) as the more people report the issue, the higher it goes up the list of work to be done.

12 AOB

12.1 Protocol for receipt and custodianship of Parish Council documents

JC stated that this issue had been dealt with under item 9.2

12.2 Effective Councillor Training

JC requested that all Councillors and the Clerk attend the CALC Effective Councillor Training. It comprises two one-hour courses which could be held on Teams if everyone attended as a group would cost around £260. It would cost slightly more for in-person training. Although the rest of the Parish Council did not object to this, it was agreed that it might be difficult to get everyone to attend one session. JC reported it would be £540 for everyone to attend individually. JC would make further enquiries and bring the information to the next meeting.

12.3 Seascale Parish Council Standing Order 16b

JC pointed out that the Council had committed to following the Transparency Code for Smaller Authorities. Paragraph 30 of the Code states that "Meeting agendas which are as full and informative as possible and associated meeting papers should be published on the website". This means that any reports produced for meetings, including the finance report, should be published on the website so that the public can see them. The agenda also needed

to be more detailed so that any decisions that needed to be made were clearly listed.

Other items not raised on the agenda

BHC said that he'd still heard nothing about the Christmas lights that had been returned, and they had still not changed the account into the Parish Council name from his, but he would chase.

BHC reported that Whamos Ltd, the website providers, have accreditation to act as agents to change the Parish Council website and associated email addresses to a .gov.uk site, but it would cost £200 extra per year and that the .co.uk address is already acceptable.

LM reported that the Flag officer was asking for flag suggestions for the Foreshore flagpole and if anyone had suggestions for more fun flags they should contact the Parish Council.

LM reported that a Pentecost Service would be held on the Foreshore on 8 June.

LM had been asked to advertise the Volunteer Car Service who are looking for more drivers. She will publish the contact details online if anyone is willing to help with this important service.

ZO said that she'd received a card about part of an engine on the beach. She had been trying to find how to get it removed.

DM requested that a response to the letter received from the NWS regarding the use of Moorside needed a formal response and will be discussed at the next meeting.

13. Correspondence

13.1 The correspondence from Louise Pegram was dealt with under item 10.2

The meeting had run its two hours at this point and the Chairman agreed to extend it by five minutes for members of the public.

14. Members of the public questions submitted to the Parish Council

A parishioner asked if there was any update to the Cumberland Council Highways visit to Seascale to check parking issues in the village. DM reported that there would be an update on Friday 6th June 2025.

A parishioner asked if the Cinder track could be included in the areas to be cleared by the volunteers. LM responded that it was one of the areas the Parish Council was asking for assistance to clear.

A parishioner asked if the trade bins could be replaced. LM asked the Clerk to write to Cumberland Council and ask them to replace the bins.

Representatives of West Lakes Dog Training Group asked if an item could be added to the next Parish Council meeting to discuss replacing the garages that they use on the Sports Field. This was agreed.

Date of forthcoming meeting: Wednesday 9th July 2025 at 7 pm (NB: one week later than the normal meeting date).