Seascale Parish Council

Annual Parish Council Meeting

Minutes of the meeting held on 6th May 2026 in Methodist School rooms

David Moore took the chair in Lizzie Mawsons absence.

73/26 Election of Chairperson

Proposed Lizzie Mawson by DM – seconded CHC

Proposed Jane Coltman by BP – no seconder

Lizzie was duly elected with BP requesting that her vote against was recorded.

74/26 Election of Vice Chairperson

Proposed David Moore by CHC seconded by KM

Proposed Zoe Ohanlon by JC seconded by BP

DM was duly elected by 4 votes to 3 (signed acceptance)

DM continued to chair the meeting

75/26 Present and Apologies

Present: David Moore DM; Zoe O'Hanlon ZO, Jane Coltman JC; Ken Mawson KM; Brenda Parsons BP; Catherine Harvey Chadwick CHC; Bran Harvey Chadwick BHC

Apologies ; Lizzie Mawson (family reasons) LM;

In attendance: – Mary Bradley Supporting clerk

76/26 Chair's acceptance form - resolved to receive at a later date due to LM absence.

77/26 Confirmation of the accuracy of the minutes of AGM 14/5/25 (these were withdrawn as already approved in July 25).

The minutes of the meeting held on 1st April 2026 were approved with one amendment to remove ' until after the appointment of a new clerk is in post' from 69/26

Propose by JC; seconded by ZO all in favour.

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

79/26 Review of delegation arrangements to external organisations – agree none notified.

80/26 Review of terms of reference for Personnel committee as on the web site - agreed

81/26 Appointment of members to Personnel Committee

Reaffirmed LM, JC,ZO,BHC

82/26 Review of terms of reference assets and development working group as on the web site - agreed

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

This is currently in abeyance whilst each asset is explored. The working group will then be convened later in the year.

84/26 Appointment of any new committees/working groups - Cllrs confirmed no new groups are envisaged at this point.

85/26 Cllrs were requested to retrospectively appoint Rachael Kelly. It had been assumed that the auditor for 24/25 would continue but declined. It was challenging to find a new auditor and Rachael Kelly as an experienced auditor was approached and accepted.

DM proposed, approved 5 for 2 against

86/26 Review and adoption of standing orders and financial regulations as on the web site. These had been agreed during the year and will be reviewed for 27/28.

87/26 Review of arrangements (including legal agreements) with other local authorities, not for profit bodies and businesses. This is a significant piece of work that is being progressed systematically as per the programme agreed it includes by not exclusively: Library, sports hall, bowling club, CCTV, Web site, Mowing, Sellafield, Waste, Cleaner, playpark maintenance, temp clerk/FRO, Litter bins .

88/26 Review of representation on or work with external bodies and arrangements for reporting back:

Sellafield Site Stakeholders group current rep DM- report available online, link to be shared. Meets approx. quarterly with working groups meeting in between.

GDF – current rep DM – meets quarterly with working groups meeting as required. Reports are on their web site.

Both groups require significant knowledge and experience, and DM was duly appointed to continue as SPC rep on both. However, places are available on sub- groups for anyone interested.

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

90/26 Confirmation of arrangements for insurance cover in respect of all insurable risks Insurance renewal 1/6/26 –A quote has been sent and a revised quote requested to be discussed at item 109/26.

91/26 Review of the councils and/or staff subscriptions to other bodies remains as payments to CALC and NALC.

92/26 Review of Council's complaints procedure has recently been completed and is on the web site.

93/26 Review of Council's policies and procedures in respect of its obligations under freedom of information and data protection legislation have recently been completed and is on the web site.

94/26 Review of council's policy for dealing with press/media – this is 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 – Only expenditure was the British Legion wreath.

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 Council meeting 12/5. Annual Parish meeting 19/5

Methodist School Rooms at 7pm.

98 /26 Requests for dispensations and declarations of interests

None declared

Councillors were reminded to update their details as eventually these will go on SPC web site.

99/26 Exclusion of Press and public

No items of exclusion

100/26 Public participation

A Lady requested information regarding verge side grass cutting. Cllr Moore explained this is shared between SPC and Cumberland. Dates are now available from CC (end of May, July and Sept) and JC will liaise with Arbospace.

A gentleman asked for the library bins to have bag liners – ZO will liaise with library. He was thanked for emptying these.

The gentleman also spoke about the foreshore bins which had overflowed because of broken lids and fly tipping. MB to contact Cumberland waste services for new bins and on request the CCTV can be accessed via BHC to monitor fly tipping.

CCTV signage needs upgrading and CHC will progress this.

The gentleman reminded Cllrs that there used to be a sign saying after 9am the blue bays can be used by general public. This will be added to the proposed discussion on the car park.

The gentleman said he had been made aware of the inappropriate behaviours of a Cllr with regards to overnight sleepers -Clerk reminded that this was on the agenda.

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

a) Cumberland Cllr Moore expressed his concern regarding proposals for changes to the Hadrian's foot path being suggested to create the 6- 8ft wide cycle way. He will continue to monitor this.
b) Sellafield site stakeholders meeting feedback– Cllr Moore gave a comprehensive overview. Cllrs and public can access the contents of the meetings (video links via ''googling'' Sellafield site stakeholders group.)
c) GDF feedback – DM gave a comprehensive report informing Cllrs that a report on the future of GDF hung in the balance as a report is going to government to be considered on 12th May 26. The outcome is uncertain and hopefully will enable a decision to be made regarding bore hole drilling. Because the future is uncertain, the bids for GDF funding need to be progressed to ensure they can be honoured. A national and local youth forum had proved to be useful in hearing the views of younger people.
   Minutes of GDF meetings are on the mid Copeland web site.

d) Cllrs were reminded that the report was not a consultation and any responses to government should be in a personal nature as SPC as a body were not responding.

102/26 Clerks report/correspondence

a) FOI requests 1 (bank statements) had been progressed and considered closed FOI 2 (correspondence between SPC and auditors had been progressed twice and considered closed, FOI 3 (transfer of playpark equipment) is being progressed.
b) MB reported she had had a concerning email from an overnight sleeper who had been woken by an elderly lady banging on his van. His concern was for the safety of the lady doing this to unknown occupants.
c) It was agreed that it is inappropriate for any Cllr to take such action. MB to respond to the gentleman.

d) CALC mailing – prior circulation

103/26 Community Resilience

a) CCTV – Vortex had completed the work as agreed. The invoice was approved. BHC reminded Cllrs that there will potentially be a further invoice shortly.
b) Car park – proposal to hold a special council meeting to discuss all aspects related to the car park was discussed. Agreed this is an item for June agenda. MB asked that all relevant information should be sent to her so that an agenda could be prepared with accompanying documentation.

104 /26 Play Grounds

a) Foreshore play park : the rope swing has been removed for repair by Callum.
b) CC Quotation has been received for play park inspection £82.57 ex VAT per month plus £70 plus vat for annual inspection. MB to seek further information.
c) Coniston play park is progressing with equipment being installed, benches, bins and other items now being ordered.
d) Litter bin emptying on Coniston and foreshore – MB had been asked to explore options for Coniston playpark and the company emptying the foreshore bins has agreed to add this on to their contract. The invoice for the new contract was approved.
e) Ninja Fitness trail opportunity –Cllrs decided that there is enough activity currently and we will delay the decision regarding this. MB to follow up.

105/26 Parish Council Assets

a) Sports Hall Trustees had held their AGM and were still looking for additional trustees. A request had been made for a donation towards the electricity for Xmas lights – Cllrs agreed £50.
b) ZO reported that there was now a project group in place working towards completing the GDF initial enabling bid. The Trustees/Volunteers were not entirely happy with the proposed changes as on the planning approval. port – ZO/MB to meet with then next week.
c) The structural engineers report had highlighted the need to replace the canopy and drainpipe within 3 months. ZO had managed to get one quote from Millers. After some discussion it was decided to request a quote for removing the canopy and fixing the pipe as an initial job with the reconstruction bring undertaken later. ZO to progress.
d) Updated asset register had been circulated several times, and a comprehensive list was presented with revised insurance quotes.
e) Web site proposal as in the circulated paper was not progressed as subject to standing order amendment as identified by JC. However, JC did indicate

that there may be better alternatives on the market. MB to speak to Whamos and explain.

106/26 Parish Maintenance and Highways

a) JC reported on the grass cutting progress which apart from the playing field seems acceptable. JC expressed her concern regarding the goal posts and netting. DM said the goal posts moved okay and he has new netting.

107/26 Planning and Licencing applications

4/26/2128/OFI Beach Villa, Drigg Road Seascale - extension to form kitchen, master bedroom and balcony. – No objections or comments

4/26/2115/OFI 20, Lingmell Crescent Seascale – change land and footpath.. – request for planners to review comments made previously.

108/26 Planning and Licencing decisions

None new to date

109/26 Governance, Support Structures and Staffing

i) Recruitment of clerk – there are 3 applicants, 1 of which lives in India.
ii) Insurance renewal has been received . There is an option of a 1 year (£4,658.51) or 3 year deal (£4,213.11pa) which saves about £445 pa. There is a considerable price rise but that is due largely to having no increase for 3 years. MB has needed to submit a revised asset register and to confirm Policies in place. MB has also asked for a requote.
iii) Cllrs agreed that providing the new figure is acceptable, the invoice should be paid as the insurance renewal date is 1/6/26.
iv) Risk register was prior circulated and approved.
v) Training proposals circulated and JC agreed to book on to the playpark maintenance training.
vi) Progress on updating policies and procedures is going well with the latest batch (except car park) being slightly amended and approved to go on the web site
vii) 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	Approved	£339.50
2.	WF Cascade – Rubbish sacks for Foreshore	Approved	£118.06
3.	Whamos Limited – Assertion 10 Audit & Compliance work	Not Approved	£500.00
4.	Rachael Kelly - Audit	Approved	£75.00

Request from Gosforth PCC for annual increase to £300.00 was agreed.

Summary of decisions in above minutes

5	Gosforth PCC (church yard)	Approved	£300.00
6	Arboscape (mowing)	Approved	£2,785.03
7	Cumberland (play park maintenance	Clarification required	£82.57pm
8	Quality Cleaning (litter bins)	Approved	£43.20 pw
9	Insurance (subject to requote)	Requote required	4,658.51 pa
10.	Miller’s roofing ltd (library canopy + pipe)	Requote required	£4,850
11.	Sports Hall (Xmas lights electric)	approved	£50.00

Proposed to accept finance report by KM seconded by ZO , all approved.

112/26 To receive the IA report
The auditors report was accepted subject to the following AGAR discussion.

113/26 AGAR report 25/26

a) Form 3 Page 4 of 6

JC suggested that item 2 should read ‘no’ as the bank statement and finance report are not verified at each council meeting. This has proved challenging as the meeting is held before the bank statement is available and there is no WIFI in the venue.

JC suggested that item 6 should read ‘no’ as the audit date was missed by 2 days.

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JC said that the amount shown for staffing was wrong, as SPC only had paid staff at the start of the year. Current personnel are self- employed. This figure once amended will be moved to the appropriate box.

JC raised the issue of the asset register not having the correct figures for value as opposed to insurance value. There was discussion regarding the correct approach.

Explanation of variances sheet – to move items in green column to the white column.

Action; MB to liaise with the RFO and ask for adjustments to be made. MB to ensure asset register is reviewed and figures are corrected as appropriate.

Proposed to accept with amendments BHC, seconded CHC. All approved.

114/26 Councillors matters

Due to time constraints, this was deferred but agreed that the main agenda items for June would be the car park and the web site.

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