

**Draft Minutes of the
Annual Parish Meeting of Seascale Parish Council
Held on Wednesday 4th May 2022
In the Methodist School Room Seascale**

Present:

Chair	Cllr David Halliday
Vice Chair	Cllr Lizzie Mawson
Councillors	Cllr Catherine Harvey – Chadwick Cllr John Graham Cllr Ken Mawson Cllr David Moore Cllr John Spokes
Clerk	Jill Bush
Public	Ian R Cripps Dr James Goode Brenda Parsons Bob Raywood Adam Sim

Meeting recorded for minuting purposes

1 Apologises

Cllr E Eastwood - exemption

2 Announcements from the Chair

The Chair was pleased to welcome the members of the public and gave a brief explanation of the minute programme

3 Ratify Wednesday 5th May 2021 APM Minutes

Proposed a true record of the meeting by Cllr Moore and seconded Cllr L Mawson

4 Annual Reports

4.1 Chairs Report

This year has seen a gradual move away from the restrictions of lockdowns to a return towards a more 'normal;' way of life.

Seascale Parish Council has played its part by continuing to look forward to the opportunities of the future rather than dwelling on the issues and problems of the past. During the past year we have unfortunately lost 2 Councillors and I would like to put on record my particular Thanks to Julie Savage, for continuing to act as the administrator for our CCTV system and for her input and support regarding the recent upgrading of the system. In turn we have welcomed 2 new Councillors, John Graham and John Spokes, who have brought a new perspective, enthusiasm and a strong commitment to the role.

During the year a group of parents recognised that updating and improvements were required to the BMX pump track. With the support of the Parish Council and Councillor Lizzie

Mawson in particular, they started fund raising and put together a successful grant application. Dawn Dennett took a leading role in the group. This means we will have a state-of-the-art facility that we are aware is appreciated not just by local youths but by those in the surrounding area. Combined with the Beach and Coniston Park play areas, we have a range of activities that cater for children of a young age through to their teenage years. There are not many villages of our size that can boast the same.

Looking ahead there are exciting plans to develop the whole of the SRA playing field and surroundings into a coherent 22nd Century recreation area.

The Community Library continues to go from strength to strength (as outlined in the separate report submitted to this meeting) and we are optimistic that the plans for development of the building into a Community Hub will make progress in the coming year.

From this we can see that there are exciting developments planned to enhance the village in the near future which also shows that for a relatively small Parish Council we 'punch above our weight.'

On the financial front, despite an unprecedentedly challenging financial environment, the Parish managed its precept within a -3.05% variance, i.e. expenditure was actually less than budgeted! There are not many councils who could say that in the last financial year. The most significant factor in this achievement was the decision to take waste bin emptying 'in house'. This saved the council over £3k compared with the previous contract and particular Thanks must go to councillor Harvey Chadwick and her team for their hard work in delivering this service to the community so successfully.

In closing I would like to pay tribute to my fellow Councillors for their continuing hard work, enthusiasm and commitment in the face of a constant tirade of complaints, abuse and spurious allegations on an almost daily basis from one vexatious parishioner. I am sure at times they must all have been tempted to walk away from this onslaught but the fact that I feel able to deliver such a positive report is a testament to their efforts and forward thinking. None of this would be possible without the hard work of and support our Clerk & RFO, Jill Bush who continues to help us keep the Council functioning effectively.

4.2 Annual Financial Report

The RFO provides the financial status of the accounts to the Council at each full council meeting. Therefore this report is a summary of the 2021/22 financial year.

Figures produced for the precept calculation were submitted for consideration and subsequently agreed a 2% precept increase, as per Copeland BC statement. End of year final figures show less than 2% variant, so well within the allowed 6% variation.

The closing cashbook balance on 31 March 2022 is £70,909.51.

The internal and external auditors were satisfied with the SPC evidence supplied for the 2020/21 audit and the accounts were signed off with no issues, by both auditors last year.

The 2021/22 audit documents were forwarded to the internal auditors, and these have now been signed off with the following summary: "Overall, financial controls were found to be

sound, there are no significant recommendations to make which would affect the accuracy of the Parish Councils accounts that are to be sent to the external auditor. The cash book and accounts are clear, complete and a credit to the Clerk/RFO." The external audit will commence in June.

4.3 Amenities group Report

There is an amenities report to the Council at each full council meeting. Therefore this report is a summary of the 2021/22 activity and achievements.

Play areas – both continue to be very popular. General maintenance continues as required. The most significant being extensive repair to soil and grass erosion due to the heavy footfall and additional play gravel to the foreshore play area. Further equipment for Coniston Avenue is being considered. Considerable hedging and fencing maintenance has been carried out on the Football field. For a period there was a problem with selfish quad biker(s) ignoring the signage and using this play area.

Toilet block – repairs to guttering, replacement dripping tap and disabled toilet light

BMX track – the project to refurbish the area is led by Dawn Dennett with support from Cllr L Mawson. The refurbishment consists of tarmacked track, fencing, picnic tables and benches, a large litter bin and CCTV. The work is almost complete. The Council extends grateful thanks to Dawn and Cllr L Mawson for their commitment and sterling effort.

CCTV – significant upgrade to the quality of the car park CCTV commenced in the spring of 2022

Foreshore Victorian streetlights repainted and external security lighting to the Pavilion

4.4 Sports Hall Report

Seascale Sports Hall Management Committee Minutes of Annual General Meeting Held On 22nd March 2022, at 6:00pm.

No.	Description
1	Minutes of AGM held 27th May 2021
1.1	It was agreed unanimously that the minutes of the Annual General Meeting, held 27 th May 2021, were a true record.
2	Matters Arising
2.1	Possible damage to the space heaters. It was proposed that we should look at fitting guards to the heaters. However, following discussions with Mr J Garner, it was reported that the heaters were far more robust, than the previous ones, and that guards were unnecessary, as long as the ban on adult football continued and junior football was supervised. Action: Closed.
2.2	Written instruction for the correct storage of soft play equipment. It was felt that the current photographs were adequate, and that if any group didn't do it correctly they should be told immediately. Action: The committee to monitor.
2.3	Risk assessment needs updating. Action: Mr J Walmsley.
2.4	Double door on east side of Sports Hall not working correctly. Mr J Walmsley sent a reminder to the Parish Council.

Action: Parish Council to effect repairs.

2.5 Electronic booking system / calendar.

Action: Mr J Walmsley to explore the costs / feasibility with Mrs L Davies.

2.6 The switches for heaters 4 & 6 don't always work.

Action: Mr J McClemens to discuss with Mr J Garner.

2.7 Emergency doors.

Mr J McElroy has had discussions with the Fire Brigade, in the past, and the emergency doors comply with current legislation.

No action.

2.8 Bouncy castle.

On investigation, by Mr J Walmsley, it was found that somebody had tied knots in the strap that is used to attach the castle to the blower. The knots were duly removed and an additional strap was provided. Since this repair there have been no problems reported.

Action: Closed.

2.9 Tables.

Mrs J Caulfield has ordered three new tables.

Action: Closed

2.10 Step stool.

Action: Mrs J Caulfield to order new step stool.

3 **Chairman's Report**

3.1 Mr J Walmsley was elected as acting Chairman.

Now that most Covid restriction have been lifted the Sports Hall usage is returning to normal.

3.2 Mr John McElroy was co-opted on to the committee to provide continuity and expertise for the Coast to Coast bike ride later in the summer.

4 **Finance**

4.1 The Financial Report was presented by Mrs J McClemens (Treasurer).

This was unanimously agreed.

4.2 The Parish Council have asked us to pay the water rates. Currently £54.84 per month.

4.3 It was felt that due to the increase in electricity costs, the fitment of new heaters and the fact that we are now responsible for paying the water rates our prices may need to increase.

Action: Mrs J McClemens to provide a report on income versus expenditure for the first 3 months of this year so that we can evaluate this at the next meeting.

5 Electricity Usage

- 5.1** It was difficult to evaluate the electricity usage as this was the first year that we had been managing the contract. However it was felt that the new heaters were using more electricity.

Action: Mr J McElroy to speak Mr J Garner about isolating every other heater.

- 5.2** Annual Bowling Pavilion electricity.

A bill for £108.22 to be sent to Mr M Walker made payable to the Seascale Sports Hall.

Action: Mr J Walmsley to send bill.

6 Election of Committee

- 6.1** The committee members were re-elected en bloc.

7 Any Other Business

- 7.1** Update / replace soft play equipment, mats and trolleys.

Action: Mr J McClemens to contact users to ask for suggestions.

- 7.2** Eating food in the hall.

Mr S Brown reported that the cleaner had noticed that some users were eating food in the hall. Mr S Brown suggested putting up additional signage and that we should remind users that are having parties in the Hall.

Action: Mr S Brown to provide signage.

- 7.3** Does the Hall need painting?

Action: The committee will discuss at the next meeting.

4.5 Library Annual Report & AGM

Annual Report

The Library was closed due to Covid from March 2020 to May 2021. At the point of closure the volunteer team had been running the library for 7 months and had begun to generate momentum. Like many organisations, the pandemic had a significant (adverse) impact upon the library. The most significant was in terms of volunteers - we went down from 28 to 13. This meant that upon re-opening we were not able to maintain the 6 sessions per week we had been offering pre-Covid. Instead we began with 2 sessions per week, which has now increased to 3 plus we are opening on a Saturday morning every 3 weeks.

The second major impact was on foot flow. When we first re-opened there was a natural reticence on the part of users to return to the building, although a robust risk assessment was put in place to ensure we were compliant with the Covid-safe operation standards quite rightly required by the county Council. The good news is that user numbers have consistently improved and are now largely back at pre-Covid levels. The other good news is that we have been able to recruit new volunteers- the number currently stands at 16 and the aspiration remains to return to offering 6 sessions per week in due course.

The intention to create a Community Hub in the Library building was also put on hold

by the pandemic but we have been taking steps to develop the use of the building:-
Coffee Mornings- a number of our users are elderly and live alone and really appreciate the opportunity to get out and socialise

Dignity in Dementia- held fortnightly Memory meet-up sessions for people living with memory issues and their carers

Copeland Wellness Services- Women's Wellness Group meet fortnightly

Copeland Adult and Learning Services tutors use the library for mentoring sessions. As a result of these we have provided work experience opportunities for learners to practice employability skills and enhance their CV's.

In the summer of 2021 we provided a 6th Form Student with work experience to strengthen their personal statement for university applications.

We have introduced Saturday morning opening to encourage more families to use the library.

In April 2022 for the World Book Day we ran a successful Kids Coffee Morning with competitions and craft events etc. It is planned to run similar events in the future.

A Japanese embroidery/sewing/craft course is planned that will run for 5 sessions

A number of community engagement sessions were held by Radioactive Waste Management to consult with the local community over a possible geological disposal facility.

Finally the Library Trustees and volunteers would like to Thank the Parish Council for continuing to meet the day-to-day running costs of the building and in particular the significant investment in a new heating system.

AGM

Draft Minutes of the Annual General meeting of Seascale Community Library held on Wednesday 27th April 2022

Present:- David Halliday, Penny Cater, Jill Davnall, Elaine Gigg, Jackie Harper, Zoe O'Hanlon, Jan Nicholls. Becky Redknapp, Sheila Smith

Apologies for Absence:- Mitch Franks, Vivienne Halliday, Pat Needham, Sarah Rhodes

1. Election of Officers

Chair Mitch Franks Proposed Zoe O'Hanlon seconded Jan Nicholls unanimous
Secretary Sheila Smith Proposed David Halliday Seconded Penny Cater Unanimous
Treasurer David Halliday Proposed Penny Cater Seconded Jan Nicholls Unanimous

2. Ratify Minutes of previous AGM. This is the inaugural annual meeting of the charity therefore there are no previous minutes to ratify.

3. N/A

4. Financial Report The outgoing treasurer presented her report. The Charity Bank Account was opened in January and there have been a minimal number of transactions in this financial year. The balance carried forward to the next financial year is £862.00. it is expected that the level of activity will increase significantly during the coming financial year.

The accounts for 2021/22 were approved. Proposed Penny Cater Seconded Zoe O'Hanlon Unanimous.

5, Annual Report to Seascale Parish Council. This had been circulated prior to the meeting and was approved unanimously.

6. Appointment of Independent Examiner for accounts.

David Halliday was originally appointed as the independent examiner for the library accounts. However, he has subsequently become a Trustee of the Library Charity. To remain compliant with Charity Commission Regulations he needs to step down from the examiner role. David outlined the requirements of this position and volunteers were asked to consider individuals who might be suitable and able to help.

7. Any Other Business. None.

5 Questions from members of the public

None

6 Dates of forthcoming meetings

Full Council Meeting Wednesday 1st June

Next AGM Wednesday 7th May 2023