

SEATON PARISH COUNCIL

MINUTES OF MEETING HELD ON 16 MAY 2016

Present:

Councillor P F Bateman

Councillor K P Birkett

Councillor M T Ditchburn

Councillor S Forrester

Councillor A Grey

Councillor Mrs L Harwood (Chairman)

Councillor D Horsley

Councillor M I Jenkinson

Councillor J Musgrave

Councillor Mrs J Norman

Councillor J Sandwith

Councillor K Slone

Councillor Mrs C Tibble

Councillor C Woodman

Clerk: P Bramley

Minute No. 1

Election of Chairman for Council Year 2016/17

Resolved that Councillor Mrs L Harwood be elected as Chairman of the Council for the Council Year 2016/17.

Minute No. 2

Declaration of Acceptance of Office

Resolved that the Chairman's signature to the Declaration of Acceptance of office be noted.

Minute No. 3

Appointment of Vice Chairman for Council Year 2016/17

Resolved that Councillor Mrs J Norman be elected as Vice Chairman of the Council for the Council Year 2016/17.

Minute No. 4

Apologies for Absence

An apology for absence was received from Councillor R McCracken.

Minute No. 5

Declarations of Interest

A Declaration of Interest was received from Councillor K Slone, Item 12, Personal.

Resolved that the declaration of interest be noted.

Minute No. 6

Requests for Dispensations

None received.

Minute No. 7

Minutes of Meeting held on 18 April 2016

Resolved that the minutes of the Meeting held on 18 April 2016 be accepted and signed as a correct record.

Minute No. 8

Representatives on Outside Bodies

Resolved that representatives on the Village Hall Committee be Councillors Mrs K P Birkett, M T Ditchburn, J Musgrave & Mrs C Tibble, & that the Council's representative on the Iggesund Community Liaison Group be Councillor M I Jenkinson.

Minute No.9

Membership of Council Working Parties

Resolved that representatives on the Council's Working Parties be as follows:

- 1) **Allerdale Borough Council Community Fund Working Party**
Councillors D Horsley, M Jenkinson & R McCracken.
- 2) **Allotments Working Party**
Councillors A Grey, Mrs L Harwood, D Horsley, M Jenkinson & J Sandwith
- 3) **Brick Dubs Working Party**
Councillors M Ditchburn, Mrs L Harwood, R McCracken, J Sandwith & Mrs C Tibble.
- 4) **Christmas Lights Working Party**
Councillors Mrs K P Birkett, S Forrester, Mrs L Harwood & Mrs C Tibble.
- 5) **Jackson Street Play Area Working Party**
Councillors Mrs K P Birkett, Mrs L Harwood, Mrs J Norman & Mrs C Tibble.
- 6) **Scarecrow Festival Working Party**
Councillors S Forrester, Mrs L Harwood, D Horsley & K Slone.

Minute No. 10

Police Report

No report received.

Minute No. 11

Progress Reports

1) Clerk

Resolved that the progress report be noted & that:

- a) It be noted that Councillor M Jenkinson would again report continued problems with access on the bridleway to the rear of Seaton Park, as a result of works to a property, to Allerdale Borough Council Planning Enforcement Officer.
- b) It be noted that Councillor M Jenkinson was holding discussions with Iggesund Estate Manager concerning land in the ownership of Iggesund at the western end of Meadow Vale.
- c) Following a site meeting, arrangements were in hand for the provision of a bus shelter at Calva Brow. Councillor Harwood agreed to seek detailed proposals from the land owner.

- d) It was understood that Seaton Junior Football Club had recently held a meeting concerning the possible lease of Meadow Vale Playing Field & that the Council would shortly be contacted.

2) Village Hall

Councillor Mrs C Tibble advised that there were no matters to report.

Resolved that the progress report be noted.

Minute No. 12

Allotments

Members received an update on the position concerning the Council's arrangements for the provision of allotments.

- 1) Members received a report on the Allotment Working Party meeting held on 25 April 2016, at which consideration was given to draft papers prepared in respect of:
 - a) Constitution of Seaton Allotment Association, (new name agreed for Seaton Allotment & Gardeners Society)
 - b) Form of Agreement for Letting
 - c) Site Plan for Meadow Vale proposed site
 - d) Tenants' List
 - e) Tenancy Agreement
- 2) No further contact had been received from the Land Registry concerning the registration of the land under consideration at Meadow Vale.

Resolved that the position be noted.

Minute No. 13

Public Questions

- 1) Mr Donald Ashbridge, Mr Peter Hayward & Mr William Pattinson advised that they were attending the meeting representing the people of Fernleigh Drive. They reported on a number of incidences of horses escaping from the field in which they were kept, adjacent to some properties on the road, & causing damage to gardens. There was concern that the horses could cause themselves injury & that the fencing on the field was not adequate enough. The representatives were advised by the Chairman that it was a civil matter to be taken up with the land owner, rather than being a responsibility of the Parish Council. Mr Thomas Galheaney attended the meeting & advised that he had agreed to install fencing to ensure that the horses were retained within the boundaries of the field. It was agreed to contact Cumbria County Council, Allerdale Borough Council & the landowner, expressing concerns that horses had been escaping & that there were concerns that horses & members of the public could be injured.

Minute No. 14

County & District Councillors' Reports

1) Cumbria County Council

Councillor Mrs C Tibble advised that the Cumbria County Council Allerdale Area Committee had been notified that a pedestrian crossing for the road outside Seaton Academy was at the design stage & that assurance had been given that it would be put in place as soon as possible. The design stage involved consideration of what could be introduced to control speeding vehicles on the Seaton Main Road, but that it was her understanding that the proximity of the site of the crossing to a junction would prevent the inclusion of traffic lights with a stop button in the scheme. She had also been advised that speed humps could not be installed on a road of that standard.

Councillor Tibble agreed to raise the possible use of the current CCTV camera located at Seaton shops for monitoring the crossing.

2) Allerdale Borough Council

Councillor M Jenkinson advised that rats continued to be a problem for some areas of Seaton & that Allerdale Borough Council officers were in discussion with Home Housing Association officers in order to address the problem. It was understood that there were issues with baiting around water courses. It was agreed to seek information from Allerdale Borough Council Environmental Health Service on suitable arrangements for residents to control the presence of rats.

Councillor J Sandwith advised that he had recently been contacted by several Low Seaton residents concerning the potential development of housing at Garth Croft, following an advert being placed in the Times & Star.

Resolved that the reports be accepted & that the shortfall in representation of the Seaton Ward on Allerdale Borough Council committees be noted.

Minute No. 15

Seaton Scarecrow Festival 2016

Members received a copy of the notes from the meeting of the Scarecrow Festival Working Party held on 12 April 2016.

Resolved that the arrangements proposed for the Seaton Scarecrow Festival 2016 be agreed.

Minute No. 16

Best Kept Garden & Container Competition 2016

Resolved that:

- 1) The Council hold its Best Kept Garden & Container Competition 2016 during the second half of July.
- 2) Arrangements be made with Seaton Schools for judging of sunflowers grown by Seaton Schools' pupils to be undertaken in early September upon notification to the Council of sunflowers in excess of 1.5 meters in height.

Minute No. 17

Vehicle Speed Control Measures

Consideration was given to vehicle speeding problems in Seaton & to various measures which might be introduced to try to provide better controls.

Resolved that a representative from Cumbria County Council Highways Service be invited to attend a future meeting of the Council to discuss the matter.

Minute No. 18

Christmas Lights

Further to consideration of options by the Christmas Lights Working Party at a meeting held on 17 March 2016, indicative prices had been obtained for alternative lighting display improvements.

Resolved that:

- 1) Further to notification from Cumbria County Council of an indicative cost, an electricity supply post be requested to be installed adjacent to the green nearest Seaton shops, funded, subject to its agreement, from the Allerdale Borough Council Community Fund.
- 2) Arrangements be made for Christmas lights to be displayed around the perimeter of St Paul's Churchyard, Seaton, the cost to be met from the Council's budget, supplemented as necessary from the Council's General Reserves.
- 3) Arrangements be made for the display of a Christmas tree at Seaton crossroads on the green nearest Seaton shops, in replacement for that displayed beside the Parish Rooms, the cost to be met from the Council's budget, supplemented as necessary from the Council's General Reserves.
- 4) Existing Christmas light arrangements around the green beside the Parish Rooms be retained.

Minute No. 19

Queen's Birthday Celebrations

Resolved that:

- 1) Further consideration be given to the provision of a giant screen film show at the next meeting.
- 2) A commemorative mug be provided for each Seaton Schools' pupil.
- 3) The costs of the above to be met from Allerdale Borough Council Community Fund, if agreeable, or Council General Reserves.

Minute No. 20

Meeting Extension

Resolved that an extension beyond 9.00pm be agreed to allow proper consideration of the following items of business.

Minute No. 21

Planning Issues

Resolved that arrangements be made for the future display of planning applications & for members to review them prior to the commencement of Council meetings, & that the following observations on planning applications be made:

Reference No: 2/2016/0252
Applicant: Mr Alan Richardson
Proposal: Single storey extension
Location: 30 Milburn Croft, Seaton

No Objections

Reference No: 2/2015/0244
Applicant: Mr Simon Fawcett
Proposal: two storey rear extension & porch to front
Location: 15 Kings Avenue, Seaton

No Objections

Resolved: that the following planning application decisions made by Allerdale Borough Council be noted:

Reference No: 2/2016/0101
Applicant: Mr Jack Bhardwaj
Proposal: Change of use from A3 café to A5 hot food takeaway with extractor flue
Location: 80 Main Road, Seaton

APPROVED

Reference No: 2/2016/0167
Applicant: Mr & Mrs P Scott
Proposal: Remove conservatory & build dining room extension
Location: 1 Barncroft Close, Seaton

APPROVED

Minute No. 22

Accounts – May 2016

Resolved that the accounts listed in the schedule, totalling £2,964.50, be agreed for payment.

Minute No. 23

Annual Return – Annual Governance Statement 2015/16

Members considered the Annual Governance Statement 2015/16. In doing so, members confirmed, to the best of their knowledge & belief, with respect to the accounting statements for the year ended 31 March 2016, that they had:

- 1) Put in place arrangements for effective financial management during the year & for the preparation of the accounting statements.

- 2) Maintained an adequate system of internal control, including measures designed to prevent & detect fraud & corruption & reviewed its effectiveness.
- 3) Taken all reasonable steps to assure themselves that there were no matters of actual or potential non-compliance with laws, regulations & proper practices that could have a significant financial effect on the ability of the Council to conduct its business or on its finances.
- 4) Provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts & Audit Regulations.
- 5) Carried out an assessment of the risks facing the Council & taken appropriate steps to manage those risks, including the introduction of internal controls &/or external insurance cover where required.
- 6) Maintained throughout the year an adequate & effective system of internal audit of the Council's accounting records & control systems.
- 7) Taken appropriate action on all matters raised in reports from internal & external audit.
- 8) Considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, had a financial impact on the Council &, where appropriate, had included them in the accounting statements.

Resolved that the Annual Governance Statement 2015/16 be agreed & that the Chairman be authorised to sign the statement.

Minute No. 24

Annual Return – Statement of Accounts 2015/16

Resolved that the Statement of Accounts 2015/16 be agreed & that the Chairman be authorised to sign the statement.

Minute No. 25

Correspondence

Correspondence received since the last meeting was noted.

Resolved that:

- 1) Consideration to a grant application received from the Seaton Baby & Toddler Group be given at the next meeting.
- 2) Consideration to a potential response to NuGen's Statement of Community Liaison be given at the next meeting.
- 3) Parish Rooms Caretaker Mr M Thompson be asked if he was willing to carry out the necessary tests to the planned defibrillator to be sited at Firth House, Seaton; Derwent & Solway Housing Association be contacted to try to expedite the arrangements; & progress be considered at the next meeting.
- 4) Stagecoach be requested to extend the Seaton Evening Bus Service, currently being trialled, by one month to 20 July, & further consideration given to the service at the next meeting, when it was anticipated that information on usage would be available.

Minute No. 26

Councillors' Reports

- 1) The possibility of a community garden being located on land currently owned by Iggesund at Meadow Vale be considered depending on the outcome of discussions with Iggesund concerning the land.
- 2) The possibility of bus shelters being provided on Lowca Lane opposite the junction with Cape Road, & at the Barncroft Avenue end of Hunters Drive, be considered at a future meeting.
- 3) It was reported that the pavement outside Seaton shops was in a poor condition.
- 4) It was reported that Allerdale Borough Council had no dog poo bags in stock.
- 5) It was suggested that the Council acquire a colour printer for the use of the Clerk, up to a maximum cost of £500.

Minute No. 27

Next Meeting

Members were advised that the next meeting would be held on 20 June 2016.

The meeting finished at 9.40 pm.

Signed

Chairman

Date