

# SEATON PARISH COUNCIL

## MINUTES OF MEETING HELD ON 27 JULY 2020

### **Present:**

Councillor Mrs L Harwood

Councillor D Horsley, (Chairman)

Councillor Mrs J King

Councillor J Sandwith

Councillor Ms J Scott

Councillor K Slone

**Clerk:** P Bramley

### **Minute No. 1**

#### **Apologies for Absence**

Apologies for absence were received from Councillors P Bateman, Ms A Brown, M Jenkinson, R McCracken, J Musgrave, Mrs J Norman, R Parker & R Vaughan.

### **Minute No. 2**

#### **Declarations of Interest**

A declaration of interest was received from Councillor D Horsley, Item 13, Personal as a member of Allerdale Borough Council Development Panel.

### **Minute No. 3**

#### **Requests for Dispensations**

None received.

### **Minute No. 4**

#### **Minutes of Meeting held on 16 March 2020**

**Resolved** that the minutes of the Meeting held on 16 March 2020 be accepted and signed as a correct record.

### **Minute No. 5**

#### **Annual Council Meeting**

**Resolved** that an Annual Council Meeting be not held in 2020/21 & that appointments made at the previous Annual Council Meeting be retained for the 2020/21 Council year.

### **Minute No. 6**

#### **Progress Reports**

##### **1) Clerk**

**Resolved** that the progress report be noted & that the Council award a grant of £50 towards the material costs incurred by Ms Jacqueline Langcake in producing wreaths & other decorations for the VE75 Day commemorations.

## **2) Village Hall**

Councillor D Horsley reported that a phased re-opening of the Village Hall was planned from September, with associated safety arrangements in place. He advised that treatment to deal with Japanese knotweed adjacent to the rugby pitch was ongoing.

### **Minute No. 7**

#### **Public Questions**

None received.

### **Minute No. 8**

#### **County & District Councillors' Reports**

##### **1) Cumbria County Council**

No report received.

##### **2) Allerdale Borough Council**

Councillor J Sandwith updated the Council on matters relating to the Princess Hall, planning consultations on the development of the Derwent Forest site, & advised that he was investigating when work to the bridge adjacent to Ivy Lodge was due to be carried out.

Councillor D Horsley reported that the Local Plan Part 2 had been approved by Allerdale Borough Council & outlined the main issues considered to be of potential impact to Seaton.

### **Minute No. 9**

#### **Potential for Damage to Camerton Churchyard**

**Resolved** that the Council contact:

- 1) The Environment Agency to seek what arrangements it planned to protect Camerton Churchyard from potential damage by the River Derwent's new course.
- 2) The Parochial Church Council to ascertain what actions it was taking to seek protection for the Churchyard from potential damage by the River Derwent's new course.

### **Minute No. 10**

#### **Memorial**

**Resolved** that the matter be deferred to a future meeting.

### **Minute No. 11**

#### **Jackson Street Play Area Fencing**

**Resolved** that it be agreed to investigate options for the replacement of the current fencing, which is felt to be of an industrial security fence style, overly high & unsuitable for the perimeter of a children's play area, with a suitable alternative, & that Councillors Horsley, Sandwith & Slone be authorised to determine & advise the Clerk of the preferred location & style in relation to the existing line of fencing.

### **Minute No. 12**

#### **Lease of Meadow Vale to Seaton Football Club**

**Resolved** that the twenty five year lease agreement for Meadow Vale Playing Fields between the Council & Seaton Football Club, which will facilitate the ability of the football club to attract grant funding to make ground improvements to the benefit of the community, be ratified.

### **Minute No. 13**

#### **Planning Issues**

**Resolved** that the following observations on planning applications be ratified:

Reference No: HOU/2020/0051  
Applicant: Mr C Holding  
Proposal: Rear single & two storey extensions  
Location: 43 Meadow Vale, Seaton

**No Objections**

Reference No: RMA/2020/0012  
Applicant: Mr D Hunter  
Proposal: Resubmission of application RMA/2019/0013 for the reserved matters on plot 27 following approval of 2/2017/0510  
Location: Plot 27 The Woodlands, Seaton

**No Objections**

Reference No: RMA/2020/0009  
Applicant: Mr & Mrs Yates  
Proposal: Reserved matters application, (Plot 28), following approval of 2/2017/0510  
Location: Plot 28 The Woodlands, Seaton

**No Objections**

Reference No: HOU/2020/0072  
Applicant: Darren Wylie  
Proposal: Two storey rear extension & demolition of garage  
Location: 7 Kings Avenue, Seaton

**No Objections**

Reference No: 2/2018/0493  
Applicant:  
Proposal: Re-consultation on outline application for residential development comprising up to 100 dwellings with details of access & associated works; amended drainage repair works report  
Location: Land east of Causeway Road, Seaton  
**Further to the Council's previously submitted concerns regarding the proposed development, particularly the ability of the village infrastructure in the area to cope with the impact of the development, the Council is concerned that the proposals do not mitigate against the potential impact of flood in the local area. Gale Brook is currently prone to flooding properties in the area, as evidenced by the need for Cumbria County Council to construct a bridge to protect the footpath between Low Seaton & West Croft & the additional run-off may well only exacerbate such issues, especially given the lack of repair of culverted sections.**

Reference No: DEM/2020/0002  
Applicant: Royal British Legion  
Proposal: Prior notification for demolition  
Location: Royal British Legion, Princess Hall, Low Seaton, Seaton  
**Out of time for observations due to incorrect information on permitted timescale provided by Allerdale Borough Council**

Reference No: FUL/2020/0043  
Applicant: Deo Properties Ltd  
Proposal: Residential development of three detached dormer dwellings with garage, landscaping & associated access drives, (re-consultation)  
Location: Land adjoining 16 Barncroft, High Seaton, Seaton  
**The Council has concerns with the potential overdevelopment of the site & the lack of space between proposed properties. This in turn would impact on vehicle ingress & egress concerning the site particularly given its proximity to the main road junction. The Council is also aware of flooding in the recent past which has affected properties in that area.**

Reference No: HOU/2020/0076  
Applicant: Mrs Laura Quinn  
Proposal: Two storey extension to gable elevation  
Location: 30 Cape Road, Seaton  
**No Objections**

Reference No: FUL/2020/0090  
Applicant: Mr Postlethwaite  
Proposal: New dwelling  
Location: 30 The Woodlands, Seaton  
**No Objections**

Reference No: HOU/2020/0088  
Applicant: Mr Lee Halbert  
Proposal: Demolition of side, rear & outbuildings & formation of single storey extension to side rear, & detached garden building  
Location: 2 Park Avenue, Seaton  
**No Objections**

**Resolved** that the following observations on planning applications be made:

Reference No: FUL/2020/0135  
Applicant: Mr Ian Wedgewood, Wedgewood Builders Ltd  
Proposal: New dwelling & associated access  
Location: Plot 40 The Woodlands, Seaton  
**No Objections**

Reference No: OUT/2020/0013  
Applicant: Mr J Alford  
Proposal: Erection of dwelling with all matters reserved  
Location: Land south west of 47 High Seaton, Seaton  
**No Objections**

Reference No: FUL/2020/0136  
Applicant: Mr & Mrs David Yates  
Proposal: Dwelling & associated access  
Location: Plot 28 The Woodlands, Seaton  
**No Objections**

**Resolved** that the following planning decisions be noted:

Reference No: FUL/2019/0284  
Applicant: Mrs Sheena Riley  
Proposal: Erection of detached single storey dwelling  
Location: 55 Main Road, Seaton  
**APPROVED**

Reference No: RMA/2019/0016  
Applicant: Mr & Mrs Stoddart  
Proposal: Reserved matters application, (plot 32), following  
outline permission on 2/2017/0510  
Location: Plot 32 The Woodlands, Seaton  
**APPROVED**

Reference No: HOU/2020/0041  
Applicant: Mr & Mrs Murdock  
Proposal: Garage conversion  
Location: 40 Hazelgrove, Seaton  
**APPROVED**

Reference No: RMA/2019/0007  
Applicant: Mr & Mrs Frank Johnstone  
Proposal: Reserved matters application, (plot 5), following  
outline permission on 2/2017/0510  
Location: Plot 5 The Woodlands, Seaton  
**APPROVED**

Reference No: HOU/2020/0072  
Applicant: Darren Wylie  
Proposal: Two storey rear extension & demolition of garage  
Location: 7 Kings Avenue, Seaton  
**REFUSED**

Reference No: RMA/2019/0010  
Applicant: Mr Bell  
Proposal: Reserved matters application for single dwelling, (plot  
24)  
Location: Plot 24 The Woodlands, Seaton  
**APPROVED**

Reference No: FUL/2020/0082  
Applicant: Mr & Mrs Fox  
Proposal: Erection of four-bedroom dwelling  
Location: 15 The Woodlands, Seaton  
**APPROVED**

Reference No: RMA/2020/0005  
Applicant: Wedgewood Builders Ltd  
Proposal: Reserved matters application, (plot 41), following  
outline permission on 2/2017/0510  
Location: Plot 41 The Woodlands, Seaton  
**APPROVED**

Reference No: HOU/2020/0076  
Applicant: Mrs Laura Quinn  
Proposal: Two storey extension to gable elevation  
Location: 30 Cape Road, Seaton

**APPROVED**

**Minute No. 14**

**High Consequence Infectious Disease Policy**

**Resolved** that the Council's High Consequence Infectious Disease Policy be ratified.

**Minute No. 15**

**Accounts – May, June & July 2020**

**Resolved** that the accounts listed in the schedules for May & June totalling £5,076.01 & £10,022.70, respectively, be ratified, & in the schedule for July, totalling £7,221.37, be agreed for payment.

**Minute No. 16**

**Internal Audit Report 2019/20**

Members received a report from the Council's Internal Auditor, Sharron Scholey, following her audit of the 2019/20 accounts. Ms Scholey advised that the 2019/20 internal audit did not find any areas of significant concern and that the procedures being followed were both effective and efficient.

**Resolved** that the report be accepted.

**Minute No. 17**

**Annual Governance & Accountability Return 2019/20 – Annual Governance Statement**

Members considered the Annual Internal Audit Report & the Annual Governance Statement 2019/20. In doing so, members confirmed, to the best of their knowledge & belief, with respect to the accounting statements for the year ended 31 March 2020, 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 had 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 external 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 Internal Audit Report be noted & the Annual Governance Statement be agreed and signed by Chairman.

#### **Minute No. 18**

##### **Annual Governance & Accountability Return – Statement of Accounts 2019/20**

**Resolved** that the Statement of Accounts 2019/20 be agreed and signed by Chairman.

#### **Minute No. 19**

##### **Financial Reserves 2019/20**

**Resolved** that the report & the following be agreed:

- 1) A contribution of £2,632.63 to General Reserves.
- 2) A contribution of £5,000 to the Playground Development Reserve.
- 3) A contribution of £2,000 to the Building Maintenance Reserve.
- 4) A contribution of £1,000 to the Ground Maintenance Reserve.
- 5) A contribution of £10,000 to the Environmental Improvements Reserve.

#### **Minute No. 20**

##### **Finance Report**

Members received a report showing actual expenditure & income for the period 1 April to 30 June 2020, in comparison to budget.

**Resolved** that the report be agreed.

#### **Minute No. 21**

##### **Risk Assessment & Management Review 2020/21**

Members considered the 2020/21 Risk Assessment & Management Review, which detailed risks faced by the Council in its operations, together with how the risks were managed & kept under review.

**Resolved** that the review be agreed.

#### **Minute No. 22**

##### **Correspondence**

**Resolved** that correspondence received since the last meeting be noted & that:

- 1) Further to a donation request, the British Red Cross be requested to provide information concerning their contribution to the Seaton area.



- 2) Further to correspondence from Mr David Jones, the Council continuing concerns with the extent of vehicle speeding in Seaton be expressed & that the Council contact Cumbria County Councillor Celia Tibble requesting that a site meeting be arranged with County Highways officers to review areas of concern in Seaton.
- 3) Cumbria County Council be requested to infill an area of the green at Seaton shops which has sunk & represents a potential safety hazard.
- 4) In respect of Cumbria County Council's Workington TRO proposals, it be requested to consider parking restrictions to prevent the blockage of vehicle access to St Paul's Church & advise what considerations were being given to speed controls on the main road.
- 5) A grant of £250 be awarded to Citizens Advice Allerdale.

**Minute No. 23**

**Councillors' Reports**

- 1) It was agreed to arrange for treatment for rats at the watercourse to the rear of Donald Road & request Home Housing Association to advise what actions it had put in place to deal with the problem since it was notified in 2019.
- 2) It was agreed to notify Cumbria County Council of the poor condition of road surfaces at Donald Road, Inner Ling Road & Queen's Avenue.
- 3) Councillor Mrs J King agreed to investigate & advise the Clerk where the reported poor surface on the main road in the vicinity of Whitestiles was.
- 4) It was agreed to report to Home Housing Association the poor condition of the culvert to the rear of 33 Barnett drive, which was apparently causing flooding to gardens in the vicinity, & request what action it proposed to take.

**Minute No. 24**

**Next Meeting**

Members were advised that the next meeting would be held on Monday 21 September 2020. Requests for agenda items should be made to the Clerk by 11 September.

The meeting finished at 8.30 pm.

Signed .....

Chairman

Date .....