

**A meeting of the Seal Parish Council was held on THURSDAY 9<sup>th</sup> January 2025 at The Pavillion, Seal Recreation Ground**

The meeting opened at 19.34

**Present:**

**Councillor Boorman  
Councillor Michaelides  
Councillor Haslam (Chairman)  
Councillor Ratcliffe  
Councillor Kay  
Councillor Talbot  
Councillor Bourne  
Councillor Stiasny**

**Also present: Councillor Thornton (SDC)**

**To receive apologies for absence: Councillor Bulleid, Councillor Penn, Councillor Hogarth, and Councillor Gough**

- 1. The minutes of the November's meeting were agreed and signed.**
- 2. Declarations of Interest**

Councillor Talbot declared a non-pecuniary interest in agenda item 10 (UVA – wired audio system) as spouse to a UVA trustee.

**3. Updates on the month**

With reference to the yellow line at Zion St, the meeting it was noted that the 'left turn only' sign may be better positioned closer to the junction of Zion St and the A25. When the double yellow line survey is completed, this is to be reviewed.

The fencing around the Japanese knot weed on Seal recreation ground needs constant repair, please be vigilant and report any damage. The calendar of meeting dates for 2025 has been circulated and the meeting start times need updating with a note advising a Planning Committee follows immediately after the Council meetings.

The pavilion heating failed a couple of times in December but was quickly dealt with and now up and running again. Cheques were written in December and are included in this month's cheque list.

With reference to the mirror at Stone St: This was well received.

**4. KCC and SDC reports**

Councillor Thornton provided an update from SDC, noting the publication and adoption of the new NPPF. Whilst SDC waits for guidance from central government regarding changes to local government structure, SDC is continuing its work to determine ward boundaries, and awaiting the outcome of the unitary authority proposals. More information about the proposed changes and how this will affect the District will

follow when available.

## **5. Administration update**

An update was provided to the Council about the current Clerk/RFO recruitment process, including the number of candidates who are being invited for interview and the target date(s) for finalising an appointment (February 2025).

The Council was also advised that the contract with Peninsula (external HR consultancy) will be terminated from 2<sup>nd</sup> February 2025. This has been a successful use of external HR support, and Peninsula will be considered for future external HR support when needed.

## **6. Seal Recreation Ground**

The Council was advised that additional quotes had been sought to cut back the undergrowth by 1m on the east side of the path between the Pavillion at Seal Recreation Ground and Wibble Way. MDH updated its quote (taking into account the reduction in the cutting width) which reduced their cost to £690 +VAT. This is the most competitive quote. MDH provided information that roughly a third of the cost will be incurred by fees for waste removal. Other options for disposal were considered but discounted on the basis of further cost. Councillor Bourne proposed approval of these works by MDH for £690 +VAT This was seconded by Councillor Kay. The vote was carried unanimously.

The Council requested the work is carried out by the end of February to meet statutory requirements relating to the start of the bird nesting season.

## **7. Community Award 2025**

The Council considered nominations for the award. Councillor Boorman nominated 'the recipient'. This was seconded by Councillor Haslam (Chairman). The vote was carried unanimously.

*Please note 'the recipient' is not named here because this award is given at the Annual Assembly in Mayeach year, and is always given as a surprise for the recipient.*

## **8. UVA – wired audio system**

Councillor Talbot read out a written statement detailing the wired audio system for the UVA and then recused herself from further discussions. The Council discussed and agreed the benefits of providing this amenity to the local community, including the Loop system which will provide for those who are hard of hearing.

Councillor Michaelides suggested that the invoice for the system should be made out directly to SPC. The UVA will oversee the work.

The cost of £3,265.20, to be paid out of CIL funds was approved. The vote was carried unanimously (please note Councillor Talbot recused herself from the vote).

## **9. Stone St notice board**

The Council considered options to repair the board. It was agreed Councillor Bourne would seek quotes from Daltons Joinery and Rob Crouch.

## **10. Financial Regulations**

The Council considered the amended financial regulations, dated 9<sup>th</sup> January 2025, which were circulated before the meeting.

Councillors were reminded they can raise queries about payments to be authorised in Council Meetings in the three days prior to the meeting or at the meeting. Councillor Michaelides proposed adopting the amended financial regulations. This was seconded by Councillor Haslam. The vote was carried unanimously.

### 11. Agreement of 2025/26 Budget

The Council considered the proposed budget for the financial year 2025/26 circulated before the meeting.

It was explained that the budget had been calibrated to include a 2% increase in Council Tax, and that the CIL is now separated in the Budget so it can be more easily identified. Councillor Michaelides proposed acceptance of the 2025/26 budget of £134,861.82. This was seconded by Councillor Bourne. The vote was carried unanimously.

### 12. Agreement of 2025/26 Precept

The Council considered details of the 2025/26 Precept circulated before the meeting.

Councillor Michaelides proposed acceptance of the 2025/26 Precept of £85,330.00. This was seconded by Councillor Bourne. The vote was carried unanimously.

The Clerk will send the Precept request to SDC.

### 13. Action plan

It was agreed the action plan needs to be updated to reflect the current status of each activity.

### 14. SDC proposed boundary commission changes for the Parish

The Council discussed the proposed boundary changes, and whether it wanted to make representation to SDC on the matter. It was decided the Council would not make a representation.

### 15. Accounts and cheques

Cheque List December 2024 meeting

<b>Cheque</b>	<b>Supplier</b>	<b>Amount</b>	<b>VAT</b>	<b>Description</b>
006759	M Davies	30.00		Pav window cleaning - Dec
006760	S Harvey Electrics	125.00	25.00	Pav disabled toilet light
006761	Spy Alarms	533.00	106.60	Annual maintenance CCTV/Alarm
006762	Safeplay Playground Services	1959.00	391.80	Play equipment as per ROSPA
006763	SDC	32.80		660 refuse bin 4/11-1/12
006764	TD Geer – inv nos 16053,16052,16053	994.95	198.99	Pav boiler call out, repairs, new parts and service
006765	RWE	350.00	70.00	Emergency call out and tree clearing Underriver

Cheque list January 2025

<b>Cheque</b>	<b>Supplier</b>	<b>Amount</b>	<b>VAT</b>	<b>Description</b>
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006769	Mr R Crouch	732.42		St/St erect mirror/Underriver annual woodland cutting and repairs/HMS Seal bench hard surface.
006771	SDC	32.80		660 Ltr Bin 02/12 - 29/12
006772	Scribe (Starboard Systems)	561.60	112.32	Accounting software
06773	SDC	325.00	65.00	Dog Bins
06774	Gel Creative	150.00		Website maintenance
06775	St Lawrence (Seal)	£650.00		
06776	St Margerats	£575.00		
06777	St Peter's and St Paul's	£700.00		

#### Direct Debits December 2024

Payment Date	Payee	Amount	VAT	Description
30/12/2024	H3G	8.40	1.40	Data SIM for Pavilion Router
27/12/2024	Npower	339.32		
20/12/2024	British gas	252.34		
16/12/2024	Castle water ltd	94.07		
10/12/2024	Yu energy	178.72		
06/12/2024	Peninsula business	206.31		
02/12/2024	H3g	9.79		
26/11/2024	Npower	296.11		
20/11/2024	Bt group plc	288.72		
20/11/2024	British gas	218.91		
19/11/2024	Castle water ltd	94.62		
11/11/2024	Yu energy	248.13		
05/11/2024	Peninsula business	206.31		
04/11/2024	Siemens financial	113.40		

Councillor Bourne raised the issue of cheques for the cemeteries to the three churches which had not been raised in November. Councillor Michaelides added these to the cheques at tonight's meeting as they had already been approved on the Budget for 2024/25. Cheque nos 6775,6776,6777

#### 16. Approval of Nicola Ideson as locum clerk

Councillor Haslam proposed that Nicola Ideson be appointed as locum clerk, RFO and Proper Officer until 31<sup>st</sup> March 2025, with the option to extend on a monthly basis until the full time role(s) is/are filled. Councillor Stiasny seconded. The vote was carried with a majority vote.

Councillor Haslam thanked Cllr Talbot, Cllr Michaelides and the Staff Committee in recruiting the Locum Clerk and for performing the roles in the interim.

#### 17. Items for information only

#### 18. Planning

The Council noted the minutes of the 6<sup>th</sup> December 2024 planning meeting, and the responses to planning consultations submitted after that meeting (both circulated prior to the full Council meeting).

**The meeting closed at 21.24**

