

A MEETING OF THE FULL COUNCIL WAS HELD ON

WEDNESDAY 10TH APRIL 2024 AT 7.00PM

PRESENT –

Councillor Chris Scott (Mayor and Chair)
Councillor Sandra Hodson (Deputy Mayor)
Councillor Mary Clark
Councillor Chris Stapley
Councillor Anne Jackson
Councillor Monique Speksnyder
Councillor Shane McCarthy
Councillor Mary Huntington
Councillor Mark Newton
Councillor John Hamblin

Clerk: Sophie Cooper

FC/01/2024 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Councillor Ferriby
Councillor Meszaros
Councillor Crouch

FC/02/2024 MINUTES FROM PREVIOUS MEETING

The following minutes were agreed as accurate and signed by the Chairman:

Full Council held on 13th March 2024 – **AGREED**

FC/03/2024 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

FC/04/2024 EXCLUSIONS OF PRESS AND PUBLIC

NONE

FC/05/2024 PUBLIC PARTICIPATION

To receive any representations from members of the public – Members of the public are invited to speak for a maximum of 5 minutes each. The maximum total time for public participation will be 10 minutes. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chairman.

5.1 Public Participation

NONE

5.2 Cumberland Authority Report

Cumberland Cllr Lynch was in attendance and provided the following information:

Cllr Lynch informed members that Borderlands is back on track and another meeting is set for May. Projects that Wigton Town Council looked at a few years ago are currently being assessed by consultants. Cumberland Council are possibly going to have an event to see if the public like the ideas they have. Also, more engaging events to allow panel members to speak with people from different areas to see what they would like.

It was reported that Early Help for families is an area being worked on. Neurodiversity is also an area which is an issue and there had been a meeting the previous Friday regarding this, with people who are onboard to improve Early Help.

Cllr Hodson raised a concern with parents about wanting teachers to play down the SAT exams. Cllr Lynch mentioned that such a concern should be taken to the head of the school.

Cllr Hodson also mentioned that the monument should be cleaned, especially in preparation for D-Day. Cllr Lynch responded that the monument is an issue and is under Cumberland Council's responsibility. Cllr Hamblin raised concerns regarding the monument needing repairs.

Cllr Lynch mentioned meeting with Highways regarding 20mph signs outside of the schools from 8:30am-9am and again from 2:30pm-4pm. In relation to the parking issues in the town, it was mentioned to erect bollards to try and prevent this issue.

Cllr Newton mentioned having electrical charging points in and around the town and Cllr Lynch responded that there is money in the budget for this.

Cllr Scott asked if there was any more progress with the grass cutting outside of Well Pharmacy – the grass will now be cut.

Cllr Lynch would like a no dog sign on the grass play area on Springfields.

FC/06/2024 Finance Matters

6.1 To receive and authorise Payments and Bank Reconciliation for March 2024

Members received the payment lists prior to the meeting.

PAYMENTS LIST

Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
686 Allotments Running Costs	15/03/2024		Town Council Main	Allotment work	Invoices	Benn Building Contractors	R			
732 Wages NET	15/03/2024		Town Council Main	March Wages	Wages	Wages	X	13,689.38		13,689.38
676 Grave Digging	15/03/2024		WBJC Current	ET	Invoices	Tivoli	S	485.00	97.00	582.00
677 Grave Digging	15/03/2024		WBJC Current	MR	Invoices	Tivoli	S	485.00	97.00	582.00
678 Grave Digging	15/03/2024		WBJC Current	JS	Invoices	Tivoli	S	485.00	97.00	582.00
720 Plants and bulbs	15/03/2024		WBJC Current	Hickson plants	Receipt	Mary Clark	X	73.50		73.50
721 Maintenance	15/03/2024		WBJC Current	Key	Receipt	Mary Clark	X	4.00		4.00
685 Maintenance	15/03/2024		WBJC Current		Invoices	Saundersons	S	44.57	8.92	53.49
687 Fuel	15/03/2024		Town Council Main	Machinery Fuel	Invoices	W Ferguson Limited	L			
681 Public Toilets Running Costs - r	16/03/2024		Town Council Main	Feb public toilet ck	Invoices	Nicolle's Cleaning Services	X	705.00		705.00
681 Barton Laws Running costs/inci	16/03/2024		Town Council Main	Feb public toilet ck	Invoices	Nicolle's Cleaning Services	X			
733 Subscriptions	17/03/2024		Town Council Main	March Sub	Suppliers	Adobe	S	13.87	2.77	16.64
726 Barton Laws Running costs/inci	18/03/2024		Town Council Main	Barton Laws Clean	Invoices	Nicolle's Cleaning Services	X	35.00		35.00
668 Park Maintenance	19/03/2024		Town Council Main	Scaffolding and bw	Invoices	Wigton Tool Hire & Supplie	S	60.00	12.00	72.00
667 Park Maintenance	19/03/2024		Town Council Main	Generator and 2 lit	Invoices	Wigton Tool Hire & Supplie	S	17.00	3.40	20.40
716 Wigton Park pitches	19/03/2024		Town Council Main	Glyphosates	Invoices	GroGreen Ltd	S	460.00	92.00	552.00
723 Allotments Running Costs	19/03/2024		Town Council Main	Fencing materials	Invoices	Laversdale Timber	S	36.74	7.35	44.09
724 Waste	19/03/2024		Town Council Main	3 x skip Feb	Invoices	Aspatria Skip Hire	X	780.00		780.00
725 Waste	19/03/2024		Town Council Main	General waste skip	Invoices	D A Harrison	S	350.00	70.00	420.00
752 Christmas Event	19/03/2024		Town Council Main	Christmas Lights	Invoices	npower	S	220.22	44.05	264.27
680 Consumables	19/03/2024		Town Council Main	Printing for Feb	Invoices	Infinity Print Solutions	S	2.74	0.55	3.29
712 Maintenance	19/03/2024		WBJC Current		Invoices	Travis Perkins	S	22.23	4.45	26.68
719 Vehicle Maintenance	19/03/2024		Town Council Main	3x Trailer Tyres	Invoices	Richard Miller	S	180.00	36.00	216.00
713 New Machinery	19/03/2024		Town Council Main		Invoices	W M Plant	S	710.00	142.00	852.00
713 Machinery Maintenance	19/03/2024		Town Council Main		Invoices	W M Plant	S	116.84	23.37	140.21
668 Machinery Maintenance	19/03/2024		Town Council Main	Scaffolding and bw	Invoices	Wigton Tool Hire & Supplie	S	12.95	2.59	15.54
679 Rent Depot	19/03/2024		Town Council Main	Q4 Rent	Invoices	Mrs M Armstrong	X	1,950.00		1,950.00
717 Machinery Hire	19/03/2024		Town Council Main		Invoices	Wigton Tool Hire & Supplie	S	52.19	10.44	62.63
714 Machinery Hire	19/03/2024		Town Council Main		Invoices	W M Plant	S	230.00	46.00	276.00
667 Fuel	19/03/2024		Town Council Main	Generator and 2 lit	Invoices	Wigton Tool Hire & Supplie	S	2.80	0.56	3.36
722 Fuel	19/03/2024		Town Council Main	Gas/Oil	Invoices	W Ferguson Limited	L	28.74	1.44	30.18
714 Tools and equipment	19/03/2024		Town Council Main		Invoices	W M Plant	S	53.60	10.72	64.32
743 Electricity	19/03/2024		WBJC Current	Cemetery Power	Suppliers	E.on	L	33.62	1.68	35.30
669 Park Maintenance	20/03/2024		Town Council Main	Scaffolding	Invoices	Wigton Tool Hire & Supplie	S	71.95	14.39	86.34

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PAYMENTS LIST

Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
670 Park Maintenance	20/03/2024		Town Council Main	Generator	Invoices	Wigton Tool Hire & Supplie	S	17.00	3.40	20.40
672 Depot Running Costs - not rent	20/03/2024		Town Council Main	Timbervolf shredd	Invoices	Wigton Tool Hire & Supplie	S	43.30	8.66	51.96
671 Park Maintenance	20/03/2024		Town Council Main	Generator, Bosch t	Invoices	Wigton Tool Hire & Supplie	S	49.30	9.86	59.16
682 Equipment/Materials	20/03/2024		Town Council Main		Invoices	Saundersons	S	91.06	18.21	109.27
711 Christmas Event	20/03/2024		Town Council Main	Advertising for Ros	Invoices	Cumberland Council	S	565.62	113.12	678.74
683 Admin and Audit	20/03/2024		Town Council Main	Email protection ar	Invoices	System IT	S	9.00	1.80	10.80
684 Admin and Audit	20/03/2024		Town Council Main	3 year internet sec	Invoices	System IT	S	99.96	19.99	119.95
746 Admin and Audit	20/03/2024		Town Council Capital	Paid to TC in error	Invoices	Cumberland Council	X	23.75		23.75
675 Vehicle Maintenance	20/03/2024		Town Council Main	Mirror Glass for Va	Invoices	Richard Miller	S	26.04	5.21	31.25
718 Machinery Hire	20/03/2024		Town Council Main	Scaffolding	Invoices	Wigton Tool Hire & Supplie	S	30.00	6.00	36.00
727 Machinery Hire	20/03/2024		Town Council Main		Invoices	Wigton Tool Hire & Supplie	S	68.34	13.67	82.01
734 Subscriptions	21/03/2024		Town Council Main		Invoices	CANVA	S	10.82	2.17	12.99
744 Grave Digging	21/03/2024		WBJC Current	Attend Grave	Invoices	Tivoli Group Limited	S	485.00	97.00	582.00
736 Barton Laws Running costs/inci	22/03/2024		Town Council Main	BL Power	Suppliers	Total Energies	L	67.58	3.38	70.96
737 Allotments Running Costs	22/03/2024		Town Council Main	Allotments Water	Suppliers	Waterplus	S	63.40	12.68	76.08
735 Depot Running Costs - not rent	22/03/2024		Town Council Main	Depot Power	Suppliers	Total Energies	L	66.58	3.33	69.91
738 Wages NET	25/03/2024		Town Council Main	March PAYE	Wages	HMRC - PAYE	X	3,586.81		3,586.81
745 Wages NET	25/03/2024		Town Council Main	Underpaid PAYE	PAYE	HMRC - PAYE	X	301.39		301.39
740 Wages NET	25/03/2024		Town Council Main	March Pension	Invoices	Cumbria Local Government	X	5,306.11		5,306.11
739 VAT	25/03/2024		Town Council Main	VAT CORRECTION	Invoices	HMRC - VAT	X	200.00		200.00
753 Consumables	25/03/2024		Town Council Main	Postage	Receipt	Post Office Counter	X	1.25		1.25
755 trade waste bins	25/03/2024		WBJC Current	Trade Waste	Invoices	Cumberland Council	S	60.00	12.00	72.00
756 trade waste bins	25/03/2024		WBJC Current	Trade Waste	Invoices	Cumberland Council	S	40.00	8.00	48.00
741 Barton Laws Running costs/inci	26/03/2024		Town Council Main	BL Water	Suppliers	Waterplus	S	32.97	6.60	39.57
Total								32,657.22	1,170.76	33,827.98

RESOLVED

Members approved all payments.

6.2 To receive the internal audit report

Cllr Scott stated that if any members had questions they were to ask SC to pass them onto EI, who would then answer them.

Cllr Clark raised a question about the unpresented payments and receipts and asked for the Clerk to answer what they are.

6.3 To discuss purchasing a portable hearing loop at the cost of £335.88

It was mentioned by Cllr Stapley that it is a requirement for this building to have a hearing loop. Cllr Scott highlighted that the Council having one would be useful for external meetings, like at Barton Laws. It was asked for it to be followed up to get a built-in hearing loop in the building – go straight to the trust.

Cllr Scott proposed to purchase the hearing loop, this was seconded by Cllr Jackson.

A vote was taken, and the result was **UNANIMOUS**

6.4 To consider donating money to the John Peele Theatre for their 60th anniversary

Cllr Hamblin mentioned Wigton Town Council should consider donating money to support the theatre as they are a part of the town, and it is their 60th anniversary. Cllr Clark mentioned they are a good asset to Wigton. Cllr Scott raised the fact they are struggling with ticket sales, so that could be an aspect Wigton Town Council could help with. It was suggested the Council advertise when they have shows to possibly push sales.

Cllr Stapley proposed a minimum donation of £200 and maximum of £600 to the theatre and the Chair and Clerk to decide an amount. This was seconded by Cllr Speksnyder.

8 in favour
1 abstain

FC/07/2024 Allotment Issues

Cllr Hamblin passed photos around showing fencing issues on some of the plots and expressed that the Council should take some responsibility, as in January 2023 it was wrote into the minutes that the Council is responsible for perimeter fencing. It was mentioned that a lot of the materials can be reused and that it is the posts that are the main issue.

Cllr Lynch mentioned the fencing backing onto the Infant School is the Council's responsibility and Cllr Scott added the perimeter is the outer part of the whole section of land. Cllr Lynch went on to say that in the past, the individual allotment holder has always been responsible for their own fencing. Cllr McCarthy mentioned guidelines should be written, stating allotment holders should be responsible for their own fencing, apart from any perimeter fencing.

Cllr Speksnyder expressed the Council should not be responsible, but that they are an eyesore and went onto suggest if the allotment holders funded the materials, that Council staff could carry out the work. Cllr Newton mentioned that historically,

allotment holders always looked after their own allotments. Cllr Lynch stated how allotment holders in Carlisle are responsible for everything themselves.

Cllr Hodson proposed taking the allotment rules to the Policy Committee to change and tighten up the rules, this was seconded by Cllr McCarthy.

A vote was taken, and the result was **UNANIMOUS**

A vote was also taken on whether to compensate the allotment holder of plot 9. The vote to not compensate was **UNANIMOUS**

FC/08/2024 Civic Policy

Cllr Scott read a section from CALC stating the roles of Mayor and Chair should not be separated and should be carried out by the same person. Cllr Jackson also expressed these roles should not be separated.

The policy was not to be changed.

FC/09/2024 Cemetery Report – Cllr Clark

Cllr Clark reported there were 22 funerals last year and none in the current month. The Cemetery are receiving a decrease of roughly 50% off their business rates, dated back to 2017. Assets of Wigton Town Council would come into consideration, affecting the business rates.

The Cemetery is holding a meeting on Wednesday 17th of April for people to see the plans for the renewal of the entrance.

FC/10/2024 Grounds Maintenance Report

Cllr Hamblin questioned why there were water drainage issues at Barton Laws – the Clerk is to ask Stephen.

FC/11/2024 Mayor's Report

FC/12/2024 Clerk's Report

There was no Clerk's report.

FC/13/2024 Member's Report

Cllr Hodson – Carnival meeting and Borderlands meeting. Also judged Easter bonnets and eggs at the Food Pantry.

Cllr Jackson – Mentioned the defibrillator that is missing from Miller's Park and asked if the Council could possibly aid financially. Had concerns regarding the flooding at Burnside. Also passed on complaints about the conditions of the roads and road

signs. Mentioned the area by the steps that lead to Co-op car park and how it isn't a looked after area.

Cllr Speksnyder – Borderlands meeting and mentioned speaking to Cumberland Council representatives about the flooding at Burnside, and that the Council have assessed it and concluded the fencing isn't causing the flooding.

Cllr Scott added the fencing is causing debris to build up, which is the main concern.

Cllr Stapley – Infant School Easter at the church.

Cllr McCarthy – Children's Easter service

Cllr Hodson brought up the fencing at the Crofts allotments and how it should be the home owner's responsibility.

Meeting Closed – 8:57pm

Date of next meeting: Wednesday 8th May