

**A MEETING OF THE FULL COUNCIL WAS HELD ON**

**WEDNESDAY 11<sup>th</sup> DECEMBER AT 7.00PM**

**PRESENT –**

Councillor Sandra Hodson (Chairman and Mayor)  
Councillor Chris Stapley  
Councillor Shane McCarthy  
Councillor Mary Huntington  
Councillor Mary Clark  
Councillor Anne Jackson  
Councillor Chris Scott  
Councillor Joan Greenup  
Councillor David Ferriby  
Councillor John Hamblin  
Councillor John Crouch  
Councillor Monique Speksnyder

Clerk: Emma Ireton

**FC/90/2024 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

NONE

**FC/91/2024 MINUTES FROM PREVIOUS MEETING**

To agree to the Full Council minutes of the 13<sup>th</sup> November 2024 - **Approved**

**FC/92/2024 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

NONE

**FC/93/2024 EXCLUSIONS OF PRESS AND PUBLIC**

Agenda item 9 was moved to a closed session due to confidentiality.

**FC/94/2024 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 Councillor Elaine Lynch was in attendance and provided the following update.

Children's Services were inspected by OFSTED and were rated GOOD. For 25 years Cumbria County Council's Children's Services were rated as requires improvement or inadequate so to achieve good in just 18 months was a great achievement.

It was reported that schools in the area were providing presents for children in need, arranging holiday programmes and giving food vouchers where required.

The Fells and Solway Community Panel had granted money to many local organisations including Wigton Cemetery, NADT, Citizen's Advice Bureau, Chrysalis, Happy Mums and more. This funding allowed these organisations to provide services in the Wigton area. Money was also used to help with volunteer programmes such as the Windmill Trust. March 2025 will be the last window of the financial year for applications for funding so people are being encouraged to apply.

On November 7<sup>th</sup> there was a Borderlands conference where members looked at all the areas and projects previously submitted. Officers are working through the bids and plans and are meeting in Spring to decide which projects will go forward.

In relation to Highways the bollards have finally been installed at the Fountain. The 20mph signs have been ordered and will be put up in the new year. The bollards at the entrance to Wigton Baths will be installed soon, they are just waiting for a date. The kerbs on King Street that were due to be replaced has been delayed but work will be carried out in the new year.

Tree surveys are being carried out across the area very soon.

Street lighting on Waver Lane and Throstle Avenue will soon be improved, the team responsible are working through a schedule.

It was noted there is a street lighting policy and the Cumberland Council has a map of all lights and who owns them.

The grass area outside the GP surgery has been changed from a verge cut to an urban cut which will happen more frequently.

In relation to the Cumberland Council budget there is a survey online for those that want to share their thoughts on how money should be spent.

Wigton Town Council members had some queries for Cllr Lynch which included:

Some signs need to be replaced in Wigton. It was advised new signs would be replaced by Borderlands funding.

The fence at the factory on Station Road required maintenance, this had already been reported and will be looked at soon.

There was a question regarding the boundaries, members were advised to look at the CC website.

It was reported that Southend crossing lights were not working and the poles required painting, this was being passed on.

FC/95/2024 Finance Matters

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


Members received the payment lists prior to the meeting and extra invoices were read out to members for them to approve.

RESOLVED  
Payments for November 2024 were UNANIMOUSLY approved.

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council												11 December 2024 (2024-2025)	
PAYMENTS LIST													
Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total		
485	Public Toilets Running Costs - i	14/11/2024		Town Council Main	Toilets clearing	Invoice	Nicoll's Cleaning Services	X	733.75		733.75		
521	Wages NET	14/11/2024		Town Council Main	Wages	Wages	Wages	E	16,172.53		16,172.53		
510	Consumables	14/11/2024		Town Council Main	Headphones for of	Receipt	B&M store	X	15.00		15.00		
415	Sept Events	15/11/2024		Town Council Main	Generator Hire Par	Invoices	Burns Generators	S	160.00	32.00	192.00		
493	CCL	15/11/2024		Town Council Main	CCL Flower	Invoice	Capsticks	S					
522	Contingency	15/11/2024		Town Council Main	COSHH Storage	Receipt	Manutan	S	868.00	173.60	1,041.60		
523	Subscriptions	17/11/2024		Town Council Main	Adobe	Receipt	Adobe	S	13.87	2.77	16.64		
480	Public Toilets Running Costs - i	18/11/2024		Town Council Main	Nappy quarterly di	Invoice	Direct 365 Sales	S	40.24	8.05	48.29		
481	Barton Laves Running costs/Ino	18/11/2024		Town Council Main	BL Sanitary waste	Invoice	Direct365	S	72.81	14.56	87.37		
486	Depot Running Costs - not rent	18/11/2024		Town Council Main	Skip depot	Invoice	Aspathia Skip Hire	X	780.00		780.00		
483	Park Maintenance	18/11/2024		Town Council Main	Surface cleaner	Invoice	GroGreen Ltd	S	254.00	50.80	304.80		
487	Equipment/Materials	18/11/2024		Town Council Main		Invoice	Saundersons	S	46.91	9.38	56.29		
499	Training	18/11/2024		Town Council Main	Chairman training	Invoice	CALC	E	30.00		30.00		
423	Training	18/11/2024		Town Council Main	Training	Invoice	CALC	E	60.00		60.00		
494	Welfare	18/11/2024		Town Council Main		Invoice	Jo Hill	X	38.00		38.00		
496	Christmas Event	18/11/2024		Town Council Main	Stage Xmas Lights	Invoice	Stagebus	S	1,496.25	299.25	1,795.50		
426	Christmas Event	18/11/2024		Town Council Main	Ice Rink Hire	Invoices	In House Entertainments	S	4,745.00	949.00	5,694.00		
491	Training	18/11/2024		Town Council Main	Training	Invoice	CALC	E	20.00		20.00		
472	Christmas Lights Costs	18/11/2024		Town Council Main	Christmas Lights	Invoice	Blachere Illumination	S	7,774.00	1,554.80	9,328.80		
479	Internet, phones and mobiles	18/11/2024		Town Council Main	October backup	Invoice	System IT	S	5.00	1.00	6.00		
479	Internet, phones and mobiles	18/11/2024		Town Council Main	October backup	Invoice	System IT	S	4.00	0.80	4.80		
478	Internet, phones and mobiles	18/11/2024		Town Council Main	back up and securi	Invoice	System IT	S	5.00	1.00	6.00		
478	Internet, phones and mobiles	18/11/2024		Town Council Main	back up and securi	Invoice	System IT	S	4.00	0.80	4.80		
484	Printing	18/11/2024		Town Council Main	Printing	Invoice	Infinity Print Solutions	S	10.24	2.05	12.29		
473	Bedding Plants and Shrubs	18/11/2024		Town Council Main	Winter plants	Invoice	Capsticks	S	453.20	90.64	543.84		
490	Mayors Fund	18/11/2024		Town Council Main	civic press	Invoice	Firpress	X	25.00		25.00		
543	House repairs	18/11/2024		WB&C Current	Faulty light house	Invoice	ADJ Huntington	S	110.00	22.00	132.00		
495	Grave Digging	18/11/2024		WB&C Current	MD	Invoice	Tivoli	S	510.00	102.00	612.00		
497	Grave Digging	18/11/2024		WB&C Current	RL	Invoice	Tivoli	S	510.00	102.00	612.00		
475	Grave Digging	18/11/2024		WB&C Current	CSC	Invoice	Tivoli	S	510.00	102.00	612.00		
474	Grave Digging	18/11/2024		WB&C Current	GN	Invoice	Tivoli	S	510.00	102.00	612.00		
477	Room Hire	18/11/2024		Town Council Main	Room hire	Invoice	NADT	X	92.50		92.50		
482	Vehicle Maintenance	18/11/2024		Town Council Main	Gas/oil and numbe	Invoice	W Ferguson Limited	S	16.67	3.33	20.00		
421	Fuel	18/11/2024		Town Council Main	Hire chipper and fi	Invoices	W M Plant	L	21.80	1.09	22.89		

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## Wigton Town Council

11 December 2024 (2024-2025)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
500	Fuel	18/11/2024		Town Council Main	Fuel	Invoice	D A Harrison	S	314.40	62.88	377.28
489	Machinery Maintenance	18/11/2024		Town Council Main		Invoice	W M Plant	S	63.90	12.78	76.68
420	Rent of Market Hall INCL public	18/11/2024		Town Council Main	Quarterly rent off	Invoice	Solvay Plain Futures	E	669.00		669.00
421	Machinery Hire	18/11/2024		Town Council Main	Hire chipper and fu	Invoices	W M Plant	S	138.00	27.60	165.60
498	Machinery Hire	18/11/2024		Town Council Main	Hire chipper - Nels	Invoice	W M Plant	R		321.78	321.78
414	Fuel	18/11/2024		Town Council Main		Invoice	D A Harrison	S	257.49	51.50	308.99
482	Fuel	18/11/2024		Town Council Main	Gas/oil and numbe	Invoice	W Ferguson Limited	L	101.58	5.08	106.66
488	Tools and equipment	18/11/2024		Town Council Main	Chain	Invoice	W M Plant	S	23.99	4.80	28.79
492	Tools and equipment	18/11/2024		Town Council Main		Invoice	Tynedale Farm Services	S	35.00	7.00	42.00
420	Public Toilet	18/11/2024		Town Council Main	Quarterly rent off	Invoice	Solvay Plain Futures	E	224.41		224.41
476	Contingency	18/11/2024		Town Council Main	Hearing Loop syste	Invoice	Specialist Audio Services	X	2,000.00		2,000.00
524	Depot Running Costs - not rent	19/11/2024		Town Council Main	Safety signs	Receipt	Safety signs	S	13.23	2.65	15.88
544	Electricity	19/11/2024		WB3C Current	Electricity	Invoice	E.on	L	44.87	2.24	47.11
525	Allotments Running Costs	21/11/2024		Town Council Main	Allotment water	Receipt	Waterplus	S	73.01	14.60	87.61
526	Christmas Event	21/11/2024		Town Council Main	TEN licence	Invoices	Cumberland Council	E	21.00		21.00
527	Dalton Shelter	22/11/2024		Town Council Main	Dalton shelter dep	Invoice	Flash Fabrication	X	2,291.00		2,291.00
529	Equipment/Materials	22/11/2024		Town Council Main	Materials	Receipt	Travis Perkins	R		6.68	6.68
528	Equipment/Materials	22/11/2024		Town Council Main	Materials	Receipt	Travis Perkins	S	167.52	33.50	201.02
530	Subscriptions	22/11/2024		Town Council Main		Receipt	CANVA	S	10.82	2.17	12.99
531	Barton Laws Running costs/ino	25/11/2024		Town Council Main	BL water	Receipt	Waterplus	S	41.66	8.33	49.99
533	Barton Laws Running costs/ino	25/11/2024		Town Council Main	BL Electric	Receipt	Total Energies	L	164.59	8.23	172.82
532	Depot Running Costs - not rent	25/11/2024		Town Council Main	Depot electric	Receipt	Total Energies	L	84.12	4.21	88.33
534	PAYE	25/11/2024		Town Council Main	PAYE NOV	Invoices	HMRC - PAYE	E	3,557.04		3,557.04
535	Public Toilets Running Costs - i	27/11/2024		Town Council Main	Public toilet toilet r	Invoice	Nisbets	S	68.37	13.67	82.04
511	Depot Running Costs - not rent	27/11/2024		Town Council Main	Cleaning products	Receipt	B&M store	X	9.67		9.67
535	Depot Running Costs - not rent	27/11/2024		Town Council Main	Public toilet toilet r	Invoice	Nisbets	S	32.47	6.49	38.96
537	Christmas Event	28/11/2024		Town Council Main	Laminating pouches	Invoice	Amazon	S	20.02	4.00	24.02
503	Christmas Event	28/11/2024		Town Council Main	Barrier and Cone h	Invoice	Border Group	S	227.50	45.50	273.00
505	Christmas Event	28/11/2024		Town Council Main	Licence - Fountain	Invoice	Cumberland Council	E	70.00		70.00
507	Christmas Event	28/11/2024		Town Council Main	Competition Prize	Receipt	Post Office Counter	X	25.00		25.00
508	Christmas Event	28/11/2024		Town Council Main	Competition Prize	Receipt	Post Office Counter	X	25.00		25.00
509	Christmas Event	28/11/2024		Town Council Main	Competition Prize	Receipt	Post Office Counter	X	50.00		50.00
536	Christmas Event	28/11/2024		Town Council Main	Christmas lights	Invoices	Kieran Nixon	E	300.00		300.00
550	WB3C Grounds Maintenance	28/11/2024		WB3C Current	Grounds Maintenai	Invoice	SGL Ground Services	S	2,889.00	577.80	3,466.80

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## Wigton Town Council

11 December 2024 (2024-2025)

## PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
547	Grave Digging	28/11/2024		WB3C Current	KB	Invoice	Tivoli	S	510.00	102.00	612.00
545	Water	28/11/2024		WB3C Current		Invoice	Waterplus	E	15.08		15.08
549	Maintenance	28/11/2024		WB3C Current	Drain repairs, rem	Invoice	Ian Green	X	408.00		408.00
548	Paths and Access	28/11/2024		WB3C Current	Entrance works	Invoice	Tolson and Sons	S	19,800.00	3,960.00	23,760.00
546	Claims/refunds	28/11/2024		WB3C Current	JH Photo refund	Receipt	John Hamblin	X	12.50		12.50
504	Reserves - Paths and Access	28/11/2024		WB3C Current	Entrance works	Invoice	Tolson and Sons	S			
506	Administration	28/11/2024		WB3C Current	JH Photos	Receipt		X			
538	Christmas Event	29/11/2024		Town Council Main	Jonny Morton Musi	Invoice	Johnny Morton	E	250.00		250.00
539	Christmas Event	29/11/2024		Town Council Main	Donna C	Invoice	Donna Clark	E	100.00		100.00
512	Christmas Event	30/11/2024		Town Council Main	Fuel generator	Receipt	Hills Spar	S	12.46	2.49	14.95
565	Dalton Shelter	05/12/2024		Town Council Main	Dalton Shelter Bas	Invoice	North Stonework & Landsc	X	1,640.00		1,640.00
514	Christmas Event	06/12/2024		Town Council Main	Face Painter	Invoice	Aura Body Art	X	400.00		400.00
556	Public Toilets Running Costs - i	13/12/2024		Town Council Main	Toilet cleaning	Invoice	Nicolle's Cleaning Services	X	791.25		791.25
554	St Marys Churchyard	13/12/2024		Town Council Main	Hypochlorite	Invoice	Tynedale Farm Services	S	75.00	15.00	90.00
553	Park Maintenance	13/12/2024		Town Council Main		Invoice	Aspathis Skip Hire	X	1,300.00		1,300.00
564	Park Buildings and Green	13/12/2024		Town Council Main		Invoice	Paul Harrison	X	150.00		150.00
569	Park Maintenance	13/12/2024		Town Council Main	Wood lengths, stay	Invoice	Laversdale Timber	S	89.88	17.98	107.86
568	Park Maintenance	13/12/2024		Town Council Main	Paint pitches	Invoice	Fleet Line Markers	S	232.64	46.53	279.17
563	Equipment/Materials	13/12/2024		Town Council Main		Invoice	Laversdale Timber	S	45.00	9.00	54.00
558	Equipment/Materials	13/12/2024		Town Council Main		Invoice	Saundersons	S	35.71	7.14	42.85
501	Christmas Event	13/12/2024		Town Council Main	Reindeer Hire	Invoice	North West Reindeer	S	970.00	194.00	1,164.00
551	Christmas Event	13/12/2024		Town Council Main	Christmas trees up	Invoice	HH Electrical	X	1,000.00		1,000.00
562	Training	13/12/2024		Town Council Main	Audit	Invoice	CALC	E	20.00		20.00
566	Admin and Audit	13/12/2024		Town Council Main		Invoice	Moore Group	S	1,365.00	273.00	1,638.00
502	Bedding Plants and Shrubs	13/12/2024		Town Council Main	Refund plants Dob	Receipt		X	9.83		9.83
552	Internet, phones and mobiles	13/12/2024		Town Council Main	Nov Back up	Invoice	System IT	S	5.00	1.00	6.00
552	Internet, phones and mobiles	13/12/2024		Town Council Main	Nov Back up	Invoice	System IT	S	4.00	0.80	4.80
559	Printing	13/12/2024		Town Council Main	Printing	Invoice	Infinity Print Solutions	S	7.87	1.58	9.45
557	Maintenance	13/12/2024		WB3C Current	Gloss base	Invoices	Saundersons	S	14.17	2.83	17.00
513	Plants and bulbs	13/12/2024		WB3C Current	Plants	Receipt		X	19.66		19.66
567	Fuel	13/12/2024		Town Council Main	Vehicle fuel	Invoice	D A Harrison	S	317.14	63.43	380.57
422	Machinery Hire	13/12/2024		Town Council Main	Scythe cutter bar	Invoice	W M Plant	S	91.00	18.20	109.20
561	Machinery Maintenance	13/12/2024		Town Council Main		Invoice	W M Plant	S	30.00	6.00	36.00
560	Machinery Maintenance	13/12/2024		Town Council Main		Invoice	W M Plant	S	96.10	19.22	115.32
560	Machinery Hire	13/12/2024		Town Council Main		Invoice	W M Plant	S	91.00	18.20	109.20

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**Wigton Town Council**  
**PAYMENTS LIST**

11 December 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
555	Fuel	13/12/2024		Town Council Main	Fuel	Invoice	W Ferguson Limited	L	172.70	8.63	181.33
560	Tools and equipment	13/12/2024		Town Council Main		Invoice	W M Plant	S	31.90	6.38	38.28
<b>Total</b>									<b>80,434.32</b>	<b>9,621.82</b>	<b>90,056.14</b>

## 6.2 To decide if the Town Council would like to have a regular awards event that the events committee will plan and manage.

During a finance meeting a member suggested including an awards event in the budget, it was agreed that full council were required to make this decision. A nominal figure was included in the budget until a decision was made. Full council members were asked to vote whether this event would be welcomed and if it were it would be passed to the events committee who would plan the event and feed back to members.

### RESOLVED

10 members voted to allow the events committee to plan an awards event. 1 member abstained.

## 6.3 To review and agree to adopt the 2025/2026 budget.

Prior to this meeting, members were provided with a copy of the 2025/2026 budget that the finance committee had signed off on the 10<sup>th</sup> December 2024 and a printed version was made available during the meeting. Members were encouraged to ask questions before taking a vote. There was a query around one cost centre as the sum was incorrect, it was identified one of the formulas had an error when printing, but the finance committee had previously had sight of the correct version. Changing the sum had no impact on the overall budget it would just mean estimated reserves might be less.

### RESOLVED

Members voted **UNANIMOUSLY** to adopt the 2025/2026 budget.

## 6.4 To agree on the precept for 2025/2026.

The required precept amount for 2025/2026 is £420,000. This will be less than a 5% increase to council tax and less than a £10 increase per bill. Exact figures could not be provided without knowing the council tax base which had not yet been released.

### RESOLVED

Members **UNANIMOUSLY** voted to agree the precept will be £420,000 in 2025/2026

## FC/96/2024 Committee Spaces

Not all committees were full which has caused some meetings to be inquorate. The committees with spaces were:

Finance – 1 space

Events – 1 space

Members were asked to consider joining committees.

### **RESOLVED**

Cllr Stapley joined the finance committee

Cllr Greenup joined the events committee

### **FC/97/2024 Grounds Report**

Dalston

We have finished all our cuts at Dalston Parish and church, unusually we had to cut in November with all the mild weather as well as finishing off the wildflower areas and cleaning all the leaves up.

We have also been cleaning all the leaves up on all sites.

Wigton park

We have been cleaning the grass on the edges of the paths as well as taking down the old portacabin which we have just finished. It looks a lot better although a bit open so we will be putting up a wooden fence to stop children going behind the old work shed. Work has been going on in the Dalton Shelter which will make a massive difference to its appearance, just the park toilets to do next. All the park shrub beds have been pruned and clipped back and beds mulched.

Wigton Hall

We have been cleaning up, cutting back ivy, clipping back the shrub beds and overgrown areas to tidy it up we just must do the path edges.

Barton Laws and park pitches

The pitches have taken a bit of a battering lately with all the bad weather but with the Christmas break coming they will have a well-earned rest .

Some of our sites have a bit of a mole problem but I'm trying my best to get on top of them.

Throstle Park

We have been moving a lot of the young trees that have seeded beside the pond onto other areas, Frank also made a habitat for insects or small animals so hopefully these trees will take and encourage wildlife to the area.

Me and the lads would like to wish you all a happy Christmas and all the best for the coming year

### **FC/98/2024 Town Mayor's Report**

**See attached.**

### **FC/99/2024 Clerk's Report**

The men's public toilet door has been subject to constant vandalism as it is regularly kicked in during the weekend. The door has been replaced this year once and the locks have been changed twice. As this continues to happen we need to consider ways in

which to prevent the vandalism. We are waiting for a quote to install metal gates outside of the toilets, this quote will be brought to the next meeting for members to discuss. An alternative solution could be to install CCTV, but this will be costly and may not prevent vandalism if the person could not be identified.

There have been issues with the new Christmas lights as there was a delay in getting them all to work. The issues were around the wiring not being done correctly and wrong size fuses. The clerk has spoken with the company and has requested compensation and a meeting to discuss all the issues.

The January meeting should be on the 8<sup>th</sup> January but this would not allow enough time to prepare all the documents. The clerk asked if the meeting could be moved to the 15<sup>th</sup> January.

## **RESOLVED**

January full council meeting will be held on Wednesday 15<sup>th</sup> January.

The clerk informed members that the Christmas lights Ice rink made £770 on the day and Malcolm the Moose made £13. All volunteers were thanked. Future events may require having to pay staff to help as there are never enough volunteers on the day to help which puts pressure on the WTC staff and volunteers that do help.

Members were informed that the Wigton Area Emergency Response Group had recently re-formed and are planning two drop in sessions to ask for volunteers on 25<sup>th</sup> January from 10-12 in the library and on 29<sup>th</sup> January from 10-12 at Barton Laws.

## **FC/100/2024 Member Reports**

Cllr Jackson – Attended Wigton Baths AGM, the baths are struggling for funding and trustees. Christmas light switch on. Suggested that we could take card payments at future events.

Cllr Stapley – Christmas lights.

Cllr Clark – Discussed the possibility of hiring a gardener, another member suggested utilising the park staff to maintain flower beds in the town parks.

Cllr McCarthy – Christmas lights.

Cllr Scott – Christmas lights.

Cllr Ferriby – Church carol service.

Cllr Speksnyder – Christmas lights and asked how councillors can find out about planning decisions, she was advised to look at the CC website and to look out for emails from the office.

Cllr Hamblin – showed members his Cumbria in Bloom award and raised that volunteers would be required to look after the flower beds in the future. Cllr Hodson thanked Cllr Hamblin for all the work he put in.

Meeting Closed – 20:41pm

Date of next meeting: Wednesday 15<sup>th</sup> January 2024