

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

**WEDNESDAY 12<sup>th</sup> JUNE 2024 AT 7.00PM**

**PRESENT –**

Councillor Sandra Hodson (Chairman and Mayor)  
Councillor Anne Jackson (Deputy Mayor)  
Councillor Mary Clark  
Councillor Chris Stapley  
Councillor Anne Jackson  
Councillor Shane McCarthy  
Councillor Mary Huntington  
Councillor David Ferriby  
Councillor John Crouch

Clerk: Emma Ireton

**FC/27/2024 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Councillor Monique Speksnyder  
Councillor John Hamblin  
Councillor Mark Newton  
Councillor Chris Scott

**FC/28/2024 MINUTES FROM PREVIOUS MEETING**

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

Full Council held on 8<sup>th</sup> May 2024 – **AGREED**

**FC/29/2024 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

**FC/17/2024 EXCLUSIONS OF PRESS AND PUBLIC**

NONE

**FC/30/2024 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**

N/A

**5.2 Cumberland Authority Report**

Cllr Elaine Lynch was attendance and provided the following information:

#### Issues in Wigton

1. Explained she had met with a Highways officer along with Cllr Hamblin to discuss a crossing to Station Road from the Spar area. The officer was interested in their views, also discussing a road safety petition. The plan is for the managers to visit and do a traffic census of vehicles and pedestrians at specific times of the day.
2. It was also reported that the kerb outside B&M was too high so this was on the Highways waiting list to review.
3. Bollards to be placed at the fountain are in the pipeline, a date was just needing to be set.
4. It was mentioned that bollards may be placed at Tenters to stop vehicles and the Swimming bath staff may be able to open and close the entrance going to the baths.
5. There has been complaints about the grass – which was cut last Saturday. A meeting is planned for the following week with Tivoli to plan a schedule.
6. Weeds in Wigton had started to be removed.
7. Met with officers regarding Wigton Baths who are going to try and help.
8. The Cumberland Council are looking at having Community Hubs working with the Library and the Market Hall.
9. Officers were going to meet to discuss grave digging at Wigton Cemetery.
10. Elaine was looking into gifting copies of the Sheffield family to Dennis Graham.
11. The next Community Panel is 24<sup>th</sup> June at 10:30 in the Market Hall.

#### Cumberland Council

1. Visited the James Rennie new Sixth Form building and explained that SEND provision is looking to expand.
2. Attended Carlisle College for the opening of their new construction shed.
3. Advised that schools have been asked to join the attendance pledge.

Cllr Stapley mentioned a company that specialises in outdoor play equipment OPAL and asked if the local authority could make use of some of their equipment.

### **FC/31/2024 Finance Matters**

#### **6.1 To receive and authorise Payments and Bank Reconciliation for May 2024**

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

Wigton Town Council  
PAYMENTS LIST

6 June 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
86	Public Toilets Running Costs - r	12/05/2024		Town Council Main	Nappy disposal	Invoices	Direct 365 Sales	S			
94	Public Toilets Running Costs - r	12/05/2024		Town Council Main	BL SANITARY WAS	Invoices	Direct365	S			
96	Wigton Bowling Club	12/05/2024		Town Council Main	Park toilets	Invoices	Travis Perkins	S	62.05	12.41	74.46
110	Wages: NET	14/05/2024		Town Council Main	May Wages	Wages		X	12,562.37		12,562.37
71	Public Toilets Running Costs - r	15/05/2024		Town Council Main	Cleaning of Toilets	Invoices	Nicole's Cleaning Services	X	843.75		843.75
93	Public Toilets Running Costs - r	15/05/2024		Town Council Main	Nappy disposal 4 n	Invoices	Direct365	S	29.25	5.85	35.10
24	Allotments Running Costs	15/05/2024		Town Council Main	Allotment - no ban	Invoices	Benn Building Contractors	S			
85	Barton Laws Running costs/Ino	15/05/2024		Town Council Main	BL SANITARY WAS	Invoices	Direct 365 Sales	S	60.13	12.03	72.16
17	Fuel	15/05/2024		Town Council Main	Vehicle Fuel	Invoices	D A Harrison	S	217.97	43.99	261.96
20	Training	15/05/2024		Town Council Main	Apprentice Training	Invoices	Myerscough College	X	268.35		268.35
21	Fuel	15/05/2024		Town Council Main	Machinery Fuel	Invoices	W Ferguson Limited	L	155.80	7.79	163.59
90	Park Maintenance	15/05/2024		Town Council Main	Bark	Invoices	JM TREE SERVICES	X	80.00		80.00
91	Internet, phones and mobiles	15/05/2024		Town Council Main		Invoices	System IT	S	9.00	1.80	10.80
92	Internet, phones and mobiles	15/05/2024		Town Council Main	Annual licence don	Invoices	System IT	S	247.20	49.44	296.64
70	Equipment/Materials	15/05/2024		Town Council Main		Invoices	Lavendale Timber	S	128.95	25.79	154.74
111	Subscriptions	17/05/2024		Town Council Main	May Subscription	Receipt	Adobe	S	13.87	2.77	16.64
119	Wages: NET	17/05/2024		Town Council Main	May Pension	Suppliers	Cumbria Local Government	X	4,829.41		4,829.41
103	Public Toilets Running Costs - r	21/05/2024		Town Council Main	Soap	Receipt	B&M store	X	3.00		3.00
112	Subscriptions	21/05/2024		Town Council Main	May Subscription	Receipt	CANVA	S	10.82	2.17	12.99
113	Allotments Running Costs	22/05/2024		Town Council Main	Allotment Water	Suppliers	Waterplus	S	74.55	14.91	89.46
114	Barton Laws Running costs/Ino	22/05/2024		Town Council Main	BL Power	Suppliers	Total Energies	L	100.21	5.01	105.22
118	Welfare	22/05/2024		Town Council Main	Staff Physio	Invoices	Jo Hill	X	73.00		73.00
123	Equipment/Materials	22/05/2024		Town Council Main		Invoices	W M Plant	S	32.42	6.49	38.91
120	Wages: NET	23/05/2024		Town Council Main	PAYE	Invoices	HMRG - PAYE	X	3,466.34		3,466.34
115	Barton Laws Running costs/Ino	28/05/2024		Town Council Main	BL Water	Suppliers	Waterplus	S	34.52	6.90	41.42
116	Depot Running Costs - not rent	29/05/2024		Town Council Main	Depot Power	Suppliers	Total Energies	L	5.10	0.25	5.35
117	Depot Running Costs - not rent	31/05/2024		Town Council Main	Depot Power	Suppliers	Total Energies	L	86.96	4.35	91.31
78	Consumables	05/06/2024		Town Council Main	Copies Printed	Invoices	Infinity Print Solutions	S	2.74	0.55	3.29
72	Machinery Maintenance	05/06/2024		Town Council Main		Invoices	Lloyd Ltd	S	275.10	55.02	330.12
73	Machinery Maintenance	05/06/2024		Town Council Main		Invoices	Rickerby Limited	S	3,020.80	604.16	3,624.96
74	Machinery Maintenance	05/06/2024		Town Council Main	Parlways Repairs	Invoices	Rickerby Limited	S	2,365.62	473.13	2,838.75
75	Machinery Maintenance	05/06/2024		Town Council Main	Iseli Repairs	Invoices	Rickerby Limited	S	655.07	131.02	786.09
77	Equipment/Materials	05/06/2024		Town Council Main		Invoices	Saundersons	S	44.15	8.83	52.98

Created by  Scribe

1 of 2

Wigton Town Council  
PAYMENTS LIST

6 June 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
136	Public Toilets Running Costs - r	14/06/2024		Town Council Main	Public Toilets	Invoices	Nicole's Cleaning Services	E	593.75		593.75
99	Fuel	14/06/2024		Town Council Main	Vehicle Fuel	Invoices	D A Harrison	S	450.74	90.15	540.89
132	Room Hire	14/06/2024		Town Council Main		Invoices	Solway Plain Futures	X	45.00		45.00
142	Mayors Fund	14/06/2024		Town Council Main	Mayoral chain	Invoices	Nicholson & Coulthard	S	39.58	7.92	47.50
98	Fuel	14/06/2024		Town Council Main	Machinery Fuel	Invoices	W Ferguson Limited	L	327.28	16.36	343.64
101	Depot Running Costs - not rent	14/06/2024		Town Council Main	Skip Hire	Invoices	Aspatna Skip Hire	X	520.00		520.00
128	Rent Depot	14/06/2024		Town Council Main	March-May	Invoices	Mrs M Armstrong	X	1,950.00		1,950.00
131	Rent of Market Hall INCL pubk	14/06/2024		Town Council Main		Invoices	Solway Plain Futures	X	893.41		893.41
133	Internet, phones and mobiles	14/06/2024		Town Council Main		Invoices	System IT	S	5.00	1.00	6.00
133	Internet, phones and mobiles	14/06/2024		Town Council Main		Invoices	System IT	S	4.00	0.80	4.80
134	Park Maintenance	14/06/2024		Town Council Main		Invoices	GroGreen Ltd	S	432.00	86.40	518.40
135	Internet, phones and mobiles	14/06/2024		Town Council Main		Invoices	Infinity Print Solutions	S	2.82	0.56	3.38
137	Machinery Maintenance	14/06/2024		Town Council Main		Invoices	Rickerby Limited	S	592.68	118.54	711.22
138	Internet, phones and mobiles	14/06/2024		Town Council Main	Annual domain cha	Invoices	BeDot Media Group	S	59.88	11.98	71.86
141	Machinery Maintenance	14/06/2024		Town Council Main		Invoices	W M Plant	S	77.57	15.51	93.08
139	Equipment/Materials	14/06/2024		Town Council Main		Invoices	Saundersons	S	7.66	1.53	9.19
Total									35,759.87	1,825.01	37,584.88

# Wigton Town Council

6 June 2024 (2024-2025)

## PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
87 Plants and bulbs	13/05/2024		WBIC Current	Plants	Invoices	John Hamblin	X	62.90		62.90
97 Plants and bulbs	13/05/2024		WBIC Current	Plants	Receipt	Mary Clark	X	100.00		100.00
125 Electricity	29/05/2024		WBIC Current	Cemetery Power	Suppliers	E.on	L	46.30	2.32	48.62
124 Water	30/05/2024		WBIC Current	Cemetery Water	Suppliers	Waterplus	S	12.38	2.48	14.86
130 ICCM Membership	14/06/2024		WBIC Current		Invoices	ICCM	X	100.00		100.00
140 Maintenance	14/06/2024		WBIC Current		Invoices	Saundersons	S	6.24	1.25	7.49
143 Plants and bulbs	14/06/2024		WBIC Current	Plants refund	Invoices	Mary Clark	S	27.05	5.41	32.46
143 Plants and bulbs	14/06/2024		WBIC Current	Plants refund	Invoices	Mary Clark	S	28.47	5.70	34.17
145 Maintenance	14/06/2024		WBIC Current	Keys	Invoices	Mary Clark	X	8.00		8.00
76 Equipment/Materials	14/06/2024		WBIC Current	Compost	Invoices	Saundersons	S	10.00	2.00	12.00
Total								401.34	19.16	420.50

## RESOLVED

Members approved all payments.

**6.2** The clerk provided a first draft of the year end accounts but explained that the internal auditor report was required before full council could sign off so there would be an extraordinary meeting to sign them off next week.

**6.3** The clerk provided members with a first draft of the new financial regulations but not all members had read the document so it was agreed to DEFER the new regulations and they would be taken to the extraordinary meeting.

## FC/32/2024 Grounds Maintenance Report – Provided by Grounds Maintenance

We have been busy keeping on top of the grass cutting and weed spraying on all sites which has been difficult especially at the Nelson Thomlinson with all the exams as there are areas where we cannot cut through the day, so we have had to cut the areas first thing before they start or after school and even weekends.

We have planted up the Water Street beds with all year round colour and put mulch on which look tidy but I've suggested that we tidy up the seated areas on Water Street as they are a mess. Some of the plants in the park did not take so they have been replaced. The town flower tubs are ready as are the summer bedding for the rest of the planters around town, these will be planted up as soon as possible ready for carnival day.

The Football season has finished now and pre season work to be done by Tivoli which is planned for late June, but essential drainage work for the park 9 v 9 pitch and the area beside the new changing room on the main pitch must be put in the plans for the end of the next season ( June 2025) as these pitches get a lot of play and take their toll throughout the season .

There have been a few breakdowns this season which has made it difficult, especially with our strimmers as some of the machinery is getting old (10yrs) and need renewed as the cost of repairing is getting expensive like everything else. Our main machine is the

random parkway which cuts a lot of sites is getting near the end of its life but these are very expensive (£45,000) so plans must be put in place to replace this in the future. We have also pressure washed and regouted the flags at the Stocksman war memorial which look good now.

### **FC/33/2024 WBJC Elected Members**

Cllr Hodson was happy to relinquish her membership to the WBJC to Cllr Jackson who had been a member for several years.

Full council were all made aware and it was **APPROVED** that Cllr Jackson took this position.

### **FC/34/2024 Cemetery Update**

It was advised that their next meeting was the following Wednesday where they have their annual walkabout prior to the meeting.

There had been 1 funeral since last month.

It was advised that the Cllr Girvan from Waverton PC was retiring and would no longer be their chairman, the new chairman for Waverton is now Cllr Huntington.

There is a meeting planned for Friday with Mr Leathers from the Cumberland Council to discuss the grave digging issues in Wigton.

### **FC/35/2024 Wigton Clean Up**

Cllr Hodson asked if it would be possible to set up a 'Wigton Clean Up Day' for the coming weekend. It was discussed and was decided that more time is needed to plan an event such as this. This comes off the back of several resident complaints regarding the state of the paths and alleys in Wigton. Cllr Lynch agreed to speak to a Cumberland Council representative to ask if the paths in the centre of Wigton could be cleared prior to the carnival. A 'clean up' day could then be planned for the future.

### **FC/36/2024 Town Mayor's Report**

Cllr Sandra Hodson visited and supported the following:

- Watched Antics band film their music video
- Spent an evening with Redmayne's and Eden Valley Hospice
- Joined the Young Farmers on their field day and walked some of the Cumbrian Way with them
- Attended the Wigton Baths meeting
- Was a guest on the new CRFM radio station
- Attended the Town meeting
- Supported the Hospice at Home Street collection
- Visited Innovia and CCL
- Joined the LAAL Collective at their puppet show

- Decorated the Fountain with Poppies for D Day celebrations
- Attended a plant sale for the Eden Valley Hospice
- Joined the Food Pantry for their Big Lunch
- Visited the 3<sup>rd</sup> Wigton Sea Scouts
- Attended Maryport's D Day service

Cllr Hodson also requested we send a special thank you to Mike Armstrong for preparing the Beacon within Barton Laws.

### **FC/37/2024 Clerk's Report**

The clerk asked members if it were possible to purchase an annual parking permit for both the clerk and assistant clerk as neither lived in Wigton with the cost being taken from monthly salaries.

### **RESOLVED**

Members voted to purchase the permits without them being repaid with 6 members voting to approve the purchase and 3 members voting against the purchase.

The purchase of two parking permits was **approved**.

The clerk added that the cost of the permits will be repaid monthly out of salaries.

### **FC/38/2024 Solar Lights**

Cllr Jackson asked full council for their approval to purchase some solar lights that will be screwed to the walls at the Memorial Garden. The lights are in keeping with the area and supports the theme of the garden.

### **RESOLVED**

Clerk authorised to purchase two sets of solar lights:

Tree of Life solar light- £27.99

Twin Pack of soldiers solar lights: £42.48

### **FC/39/2024 Member Reports**

Cllr Jackson – D Day celebrations, Maryport D Day service, cleaning of the memorial garden, attended the Big Lunch, deal with complaints about the beck and Himalayan Balsam taking over.

Cllr Ferriby – Town Meeting

Cllr Stapley - D Day celebrations

Cllr Clark - D Day celebrations

Cllr Huntington - D Day celebrations, Organ recital and also asked about what jobs the grounds maintenance do as there were some at St Marys that needed to be attended to. The clerk offered to walk around with Cllr Huntington to get a better idea

of the issues. Also raised a query over the timings of the flags and when they should be up and taken down.

Cllr McCarthy - Wigton Baths meeting and Innovia tour

Cllr Crouch - D Day celebrations, Town Meeting, Big Lunch and Laal Collective performance.

Meeting Closed – 8:42pm

Date of next meeting: Wednesday 10<sup>th</sup> July