

A MEETING OF THE FULL COUNCIL WAS HELD ON

WEDNESDAY 15th JANUARY 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

Clerk: Sophie Cooper

FC/101/2024 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Councillor Monique Speksnyder

FC/102/2024 MINUTES FROM PREVIOUS MEETING

To agree to the Full Council minutes of the 11th December 2024 - **Approved**

FC/103/2024 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

Cllr Hodson declared an interest in agenda item 7.1 in relation to the payment to the Wigton Town Council depot.

FC/104/2024 EXCLUSIONS OF PRESS AND PUBLIC

Agenda item 10 was moved to a closed session due to confidentiality.

FC/105/2024 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.

6.1 Public Participation

NONE

6.2 Cumberland Authority Report

Cumberland Councillor Elaine Lynch was in attendance and provided the following update.

The installation of the bollards at the entrance of Wigton Baths is scheduled for mid-February. Efforts are currently underway to repair the temporary fencing. Concerns have been raised regarding the height of the dropped kerb outside B&M, and the issue has been brought to their attention. The 20mph signs are planned to be put up in the February half-term. Speed counters were erected in Oulton before Christmas.

Information on gritting priority areas can be found on Cumberland Council website, with the A595 and A596 being two main areas. It was suggested that Wigton Town Council submit a request for a grit box to be placed on Water Street car park.

Wigton has been identified as a suitable location for a family hub, and efforts are being made to enhance support for young people's mental health, including within schools.

General waste collections will be changing from a weekly to a fortnightly schedule, with the transition expected to take place at the end of March or beginning of April. Residents may need to request a larger general waste bin if required. It was noted that only 2% of the general waste in our area goes to landfill. Cllr Lynch will follow up on how these changes will be communicated to the public.

Cllr Lynch asked that Wigton Town Council staff take a look at the bus shelters in town and carry out any cleaning, painting and general maintenance where necessary.

FC/106/2024 Finance Matters

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

Members received the payment lists prior to the meeting to approve.

RESOLVED

Payments for December 2024 were **UNANIMOUSLY** approved.

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council
PAYMENTS LIST

14 January 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
556	Public Toilets Running Costs - r	12/12/2024		Town Council Main	Toilet cleaning	Invoice	Nicolle's Cleaning Services	X	791.25		791.25
554	St Marys Churchyard	12/12/2024		Town Council Main	Hypochlorite	Invoice	Tynedale Farm Services	S	75.00	15.00	90.00
553	Park Maintenance	12/12/2024		Town Council Main		Invoice	Aspatria Skip Hire	X	1,300.00		1,300.00
564	Park Buildings and Green	12/12/2024		Town Council Main		Invoice	Paul Harrison	X	150.00		150.00
568	Park Maintenance	12/12/2024		Town Council Main	Paint pitches	Invoice	Fleet Line Markers	S	232.64	46.53	279.17
569	Park Maintenance	12/12/2024		Town Council Main	Wood lengths, staj	Invoice	Laversdale Timber	S	89.88	17.98	107.86
572	Dalton Shelter	12/12/2024		Town Council Main	Concrete Dalton Sl	Invoice	D A Harrison	S	812.92	162.58	975.50
573	Park Maintenance	12/12/2024		Town Council Main	Concrete Mushroom	Invoices	D A Harrison	S	321.02	64.20	385.22
573	Park Maintenance	12/12/2024		Town Council Main	Concrete Mushroom	Invoices	D A Harrison	S	270.76	54.15	324.91
501	Christmas Event	12/12/2024		Town Council Main	Reindeer Hire	Invoice	North West Reindeer	S	970.00	194.00	1,164.00
551	Christmas Event	12/12/2024		Town Council Main	Christmas trees up	Invoice	HH Electrical	X	1,000.00		1,000.00
558	Equipment/Materials	12/12/2024		Town Council Main		Invoice	Saundersons	S	35.71	7.14	42.85
562	Training	12/12/2024		Town Council Main		Invoice	CALC	E	20.00		20.00
563	Equipment/Materials	12/12/2024		Town Council Main		Invoice	Laversdale Timber	S	45.00	9.00	54.00
636	Equipment/Materials	12/12/2024		Town Council Main		Invoice	WM Plant	S			
637	Equipment/Materials	12/12/2024		Town Council Main		Invoice	W M Plant	S			
638	Equipment/Materials	12/12/2024		Town Council Main		Invoice	W M Plant	S			
502	Bedding Plants and Shrubs	12/12/2024		Town Council Main	Refund plants Dob	Receipt		X	9.83		9.83
513	Plants and bulbs	12/12/2024		WBIC Current	Plants	Receipt		X	19.66		19.66
552	Internet, phones and mobiles	12/12/2024		Town Council Main	Nov Back up	Invoice	System IT	S	5.00	1.00	6.00
552	Internet, phones and mobiles	12/12/2024		Town Council Main	Nov Back up	Invoice	System IT	S	4.00	0.80	4.80
557	Maintenance	12/12/2024		WBIC Current	Gloss base	Invoices	Saundersons	S	14.17	2.83	17.00
566	Admin and Audit	12/12/2024		Town Council Main	Audit	Invoice	Moore Group	S	1,365.00	273.00	1,638.00
570	Christmas Lights Costs	12/12/2024		Town Council Main	Fault Christmas Li	Invoice	HH Electrical	X	423.00		423.00
606	Wages NET	12/12/2024		Town Council Main	Dec Wages	Wages	Wages	X	13,665.70		13,665.70
422	Machinery Hire	12/12/2024		Town Council Main	Scythe cutter bar	Invoice	W M Plant	S	91.00	18.20	109.20
555	Fuel	12/12/2024		Town Council Main	Fuel	Invoice	W Ferguson Limited	L	172.70	8.63	181.33
559	Printing	12/12/2024		Town Council Main	Printing	Invoice	Infinity Print Solutions	S	7.87	1.58	9.45
560	Machinery Maintenance	12/12/2024		Town Council Main		Invoice	W M Plant	S	96.10	19.22	115.32
560	Tools and equipment	12/12/2024		Town Council Main		Invoice	W M Plant	S	31.83	6.37	38.20
560	Machinery Hire	12/12/2024		Town Council Main		Invoice	W M Plant	S	91.00	18.20	109.20
561	Machinery Maintenance	12/12/2024		Town Council Main		Invoice	W M Plant	S	30.00	6.00	36.00
567	Fuel	12/12/2024		Town Council Main	Vehicle fuel	Invoice	D A Harrison	S	317.14	63.43	380.57
571	Machinery Maintenance	12/12/2024		Town Council Main	Belts on lawn mow	Invoice	Richard Miller	R		104.40	104.40

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Wigton Town Council
PAYMENTS LIST

14 January 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
574	Clothing/PPE	13/12/2024		Town Council Main	Uniform/PPE	Receipt	Workwear.co.uk	S	177.81	35.56	213.37
575	Consumables	13/12/2024		Town Council Main	Stamps	Receipt	Post Office Counter	X	11.55		11.55
576	Consumables	13/12/2024		Town Council Main	Fairy Liquid Batteri	Receipt	B&M store	X	8.95		8.95
578	House Fees	16/12/2024		WBIC Reserves Acco	Q1 Burial Fees	Invoice	Cumberland Council	S	1,873.33	374.67	2,248.00
583	Childrens Play Areas	17/12/2024		Town Council Main	Postcrete Play are	Invoices	Travis Perkins Trading Cor	S			
584	Equipment/Materials	17/12/2024		Town Council Main	General materials	Invoice	Travis Perkins	S			
607	Mushroom Repairs	17/12/2024		Town Council Main	Mushroom Base	Invoice	North Stonework & Landsc	X	1,850.00		1,850.00
608	Equipment/Materials	17/12/2024		Town Council Main	Drill bit	Invoice	Travis Perkins Trading Cor	S	23.22	4.65	27.87
609	Equipment/Materials	17/12/2024		Town Council Main	Postcrete	Invoice	Travis Perkins Trading Cor	S	15.45	3.09	18.54
610	Subscriptions	17/12/2024		Town Council Main	Dec Subscription	Invoice	Adobe	S	13.87	2.77	16.64
577	Maintenance	17/12/2024		WBIC Current	Light in house and	Invoice	ADJ Huntington	S	80.00	16.00	96.00
642	Bedding Plants and Shrubs	17/12/2024		Town Council Main		Invoice	Capsticks	S	557.10	111.42	668.52
643	Bedding Plants and Shrubs	17/12/2024		Town Council Main		Invoice	Capsticks	S	232.80	46.56	279.36
621	Electricity	17/12/2024		WBIC Current		Suppliers	E.on	L	43.49	2.17	45.66
639	Equipment/Materials	18/12/2024		Town Council Main		Invoice	W M Plant	S			
640	Equipment/Materials	18/12/2024		Town Council Main		Invoice	W M Plant	S			
587	Machinery Hire	18/12/2024		Town Council Main	Hire Aerator	Invoice	W M Plant	S	60.00	12.00	72.00
588	Machinery Maintenance	18/12/2024		Town Council Main	Chain and bar	Invoices	W M Plant	S	56.27	11.25	67.52
611	Consumables	19/12/2024		Town Council Main	Biscuits - Carehom	Receipt	B&M store	X	42.00		42.00
613	Defibrillator running costs	19/12/2024		Town Council Main	Defib pads	Receipt	British Heart Foundation	S	70.00	14.00	84.00
614	Wages NET	19/12/2024		Town Council Main	Dec Pensions	Invoice	Cumbria Local Government	X	5,125.57		5,125.57
514	Christmas Event	20/12/2024		Town Council Main	Face Painter	Invoice	Aura Body Art	X	400.00		400.00
590	WBIC Grounds Maintenance	20/12/2024		WBIC Current	WBIC Grounds ma	Invoice	SGL Ground Services	S	726.00	145.20	871.20
591	Grave Digging	20/12/2024		WBIC Current	A MC	Invoice	Tivoli	S	510.00	102.00	612.00
612	Subscriptions	22/12/2024		Town Council Main		Invoice	CANVA	S	10.82	2.17	12.99
618	Barton Laws Running costs/ino	23/12/2024		Town Council Main	BL Power	Suppliers	Total Energies	L	115.68	5.78	121.46
617	Depot Running Costs - not rent	23/12/2024		Town Council Main	Depot Power	Suppliers	Total Energies	L	107.33	5.37	112.70
619	Allotments Running Costs	23/12/2024		Town Council Main	Allotment Water	Suppliers	Waterplus	S	167.80	33.56	201.36
620	Barton Laws Running costs/ino	27/12/2024		Town Council Main	BL Water	Suppliers	Waterplus	S	41.04	8.21	49.25
615	PAYE	27/12/2024		Town Council Main	PAYE	Invoice	HMRC - PAYE	E	5,648.56		5,648.56
622	Water	31/12/2024		WBIC Current		Suppliers	Waterplus	S	12.38	2.48	14.86
634	Gas/fire checks	08/01/2025		WBIC Current	Cemetery GAS CEF	Invoice	A C Elliot	X	80.00		80.00
650	Dalton Shelter	13/01/2025		Town Council Main	Dalton Shelter	Invoice	Flash Fabrication	X	9,214.00		9,214.00
652	Mushroom Repairs	13/01/2025		Town Council Main	Examination of Mu	Invoices	Flash Fabrication	X	80.00		80.00

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Wigton Town Council
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14 January 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
653	Mushroom Repairs	13/01/2025		Town Council Main	Deposit for Mushrc	Invoices	Flash Fabrication	X	1,987.00		1,987.00
651	Contingency	13/01/2025		Town Council Main	C/OSHH trays	Invoice	Flash Fabrication	X	140.00		140.00
641	Public Toilets Running Costs - r	17/01/2025		Town Council Main	Public toilets	Invoice	Nicolle's Cleaning Services	X	575.00		575.00
597	Barton Laws Running costs/Ino	17/01/2025		Town Council Main	Maintenance of BL	Invoice	IDS Fire & Security	S	852.97	170.59	1,023.56
626	Barton Laws Running costs/Ino	17/01/2025		Town Council Main	BL Alarm maintenu	Invoice	IDS Fire & Security	S	852.97	170.59	1,023.56
579	Dalton Shelter	17/01/2025		Town Council Main	Dalton Shelter	Invoice	Travis Perkins	S	194.85	38.97	233.82
593	Dalton Shelter	17/01/2025		Town Council Main	JCB Beaver breake	Invoice	Wigton Tool Hire & Supplie	S	35.80	7.16	42.96
631	Allotments Running Costs	17/01/2025		Town Council Main		Invoice	Tynedale Farm Services	S	44.40	8.88	53.28
647	Park Maintenance	17/01/2025		Town Council Main	Phoenix Park Feno	Invoice	Laversdale Timber	S	126.49	25.30	151.79
649	Park Maintenance	17/01/2025		Town Council Main	Wooden rails	Invoice	Laversdale Timber	S	110.40	22.08	132.48
580	Mushroom Repairs	17/01/2025		Town Council Main	Mushroom sub bat	Invoice	Travis Perkins	S	63.85	12.77	76.62
581	Mushroom Repairs	17/01/2025		Town Council Main	Mushroom materia	Invoice	Travis Perkins	S	6.78	1.36	8.14
582	Mushroom Repairs	17/01/2025		Town Council Main	Mushroom materia	Invoice	Travis Perkins	S	27.12	5.42	32.54
592	Christmas Event	17/01/2025		Town Council Main	Generator	Invoices	Wigton Tool Hire & Supplie	S	22.00	4.40	26.40
594	Equipment/Materials	17/01/2025		Town Council Main		Invoice	Drainwise	S	22.89	4.58	27.47
596	Christmas Event	17/01/2025		Town Council Main	50x Christmas cart	Invoice	Firpress	S	50.00	10.00	60.00
630	Equipment/Materials	17/01/2025		Town Council Main		Invoice	Saundersons	S	35.42	7.08	42.50
648	skip hire	17/01/2025		Town Council Main		Invoice	Aspatia Skip Hire	X	825.00		825.00
589	Grave Digging	17/01/2025		WBJC Current	AM	Invoice	Tivoli Group Limited	S			
595	Clothing/PPE	17/01/2025		Town Council Main	2x Jackets	Invoice	Stitch & Print	S			
627	Internet, phones and mobiles	17/01/2025		Town Council Main	back up and securi	Invoices	System IT	S	5.00	1.00	6.00
627	Internet, phones and mobiles	17/01/2025		Town Council Main	back up and securi	Invoices	System IT	S	4.00	0.80	4.80
655	Christmas Lights Costs	17/01/2025		Town Council Main	Festive stairs insta	Invoice	Blachere Illumination	S	1,285.00	257.00	1,542.00
585	Fuel	17/01/2025		Town Council Main	Two stroke oil	Invoice	Wigton Tool Hire & Supplie	S	12.95	2.59	15.54
586	Machinery Hire	17/01/2025		Town Council Main	Chipper	Invoice	Wigton Tool Hire & Supplie	S	37.70	7.54	45.24
623	Fuel	17/01/2025		Town Council Main	Gas oil Machinery	Invoice	W Feiguson Limited	L	69.66	3.48	73.14
624	Grave software	17/01/2025		WBJC Current	Hosting	Invoice	Gower Consultants	S	984.20	196.84	1,181.04
625	Grave software	17/01/2025		WBJC Current	Support maintenar	Invoice	Gower Consultants	S	849.52	169.90	1,019.42
628	Printing	17/01/2025		Town Council Main	Printing	Invoice	Infinity Print Solutions	S	5.57	1.12	6.69
629	Machinery Hire	17/01/2025		Town Council Main	Chipper	Invoice	W M Plant	S	153.95	30.79	184.74
632	Rent Depot	17/01/2025		Town Council Main	Depot rent split	Invoice	James Armstrong	X	975.00		975.00
633	Rent Depot	17/01/2025		Town Council Main	Depot rent split	Invoices	Michael Armstrong	X	975.00		975.00
654	Contingency	17/01/2025		Town Council Main	New Catenary syst	Invoice	Blachere Illumination	S	3,949.96	789.99	4,739.95
656	Fuel	17/01/2025		Town Council Main	Fuel	Invoices	D A Harrison	S	169.20	33.84	203.04

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Wigton Town Council
PAYMENTS LIST

14 January 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
									Total	65,262.85	4,017.22	69,280.07

7.2 To receive and update on external audit

The members were informed that the audit has been received.

7.3 To review account signatories for town council bank accounts

The Assistant Clerk informed members that her apprenticeship is nearing completion and emphasised that, in the event of the Clerk's prolonged absence, no one else would have access to the bank accounts.

RESOLVED

It was proposed by Cllr Ferriby to add a new signatory to the bank accounts, Cllr McCarthy seconded.

UNANIMOUS vote to approve.

FC/107/2024 Public Toilet Vandalism

The assistant clerk informed members that the public toilets are the Council's responsibility in terms of maintenance and that the installation of a metal rail gate on both the male and female toilets would cost £700.

RESOLVED

Cllr Ferriby proposed the installation of the gates, Cllr McCarthy seconded.
UNANIMOUS vote to approve.

FC/108/2024 Grounds Report

Nelson Thomlinson

We have been cutting hedges and doing some extra work on the school lodge garden which the school are looking to rent out. We have also spiked all the school pitches and resolved the mole problem.

Wigton park

As I said in my last report, the green cabin has been taken down with a brand new fence put up along the back of the old work shed to stop children running behind. We have also been cutting an Alder out of the Beech hedge around the bowling green we just need to replant with Beech hedging.

There's not a lot of work to do in the Bowling Green this time of year. But we have spiked it and sprayed for moss.

Barton Laws and park pitches

There hasn't been much play on them lately with the Christmas break and also the frosty and snowy weather but hopefully things dry up and get milder and matches can start going ahead again. We managed to spike all the pitches during the break though.

Speet Gill

We will be looking to start work at Speed Gill in the coming weeks on the path that runs through by cleaning it up and topping with new stone or dust and repairing some fencing rails. We will also clean the bridge that is very muddy and repair the information boards.

We are also treating all the picnic benches and wooden benches from Throstle Park and St Mary's.

FC/109/2024 Town Mayor's Report

See attached.

Cllr Hodson requested a meeting date from Cllr Scott.

FC/110/2024 Clerk's Report

The renovation of the Dalton Shelter has now been successfully completed, with a total cost of £13,345. It would be a great opportunity to gather Councillors at the site for a photo to mark its opening.

FC/111/2024 Member Reports

Cllr McCarthy – Church nativity.

Cllr Jackson – Church services and visited the care homes with Cllr Hodson. Suggested that the town plan needs reviewed.

Cllr Stapley – Church services.

Cllr Ferriby – Church services and the bowling club.

Cllr Scott – Carol service.

Cllr Clark – Acknowledged the passing of Mrs D Hall and Frank Hollick and expressed condolences on behalf of the Council. A thanksgiving service is being held for Mrs D Hall on Saturday 8th February at 2pm, St Mary's Church.

Cllr Greenup – Christmas Eve service.

Cllr Huntington – Church services.

Meeting Closed – 20:45

Date of next meeting: Wednesday 12th February 2025