**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 10th MAY 2017 AT 7.00PM**

**PRESENT**

Cllrs Pitcher, Williams, Lynch, Clark, Hodson, Stafford, Scott, Keaveney, Stabler, Ferriby, Bryceson, Thomason, Cowell & Armstrong.

**FC/1/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Webster

**FC/2/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 12TH APRIL 2017**

**APPROVED** and signed as a true record.

**FC/3/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllrs Cowell and Pitcher – Members of ABC

**FC/4/2017 EXCLUSION OF PRESS AND PUBLIC**

Item 10 - Staffing

**FC/5/2017 PUBLIC PARTCIPATION**

**5/2017/1** To receive comments and representations from members of the public – Mary

Huntington asked if there could be better signage in the car parks that offer 2 hours free parking

and also signs at the entrance and exit. Also can we have the income for Water St Car Park?

Clerk to ask ABC as a public enquiry and to get itemised costs for each ticket issued.

**5/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr Cowell

had attended ABC Corporate Scrutiny in April. Looking at grounds maintenance on next

agenda and have expressed an interest for WTC to complete the work.

**5/2017/3** To receive reports from the Police – PCSO Irving and PC Young were in attendance.

Police report sent via email to members.

**FC/6/2017 ANTI SOCIAL BEHAVIOUR**

A discussion took place to discuss the antisocial behaviour problems in Wigton.

Cllr Lynch – We need to look at how we can tackle the behaviour and suggested a meeting between the following organisations – Police, WTC, NADT, WYS, NTS, Boxing Club etc)

The Police reported on how a dispersal order is obtained and what it achieves. It applies to everyone not just young people. They are also looking at ASD within the town.

TC – Clerk to look into costs for CCTV

PC Young – Needs to be a joint approach.

SK – Needs to be sustainable and a community response and engagement.

**AGREED** that the Clerk set up a meeting with organisations.

**FC/7/2017 REPORTS FROM COMMITTEE MEETINGS**

**7/2017/1** WBJC – The Chair of the Burial Committee reported that grave spaces are going to be changed to back to back headstones and larger spaces (recommendation from ICCM)

Memorial Garden/Wall has been given the go ahead.

Headstone inspections are been carried out at present. Headstones will be staked and repaired as per our headstone policy.

Building/refurbishment works to be carried out at the Vestry.

**7/2017/2** Festivals Committee – Spring Fling – Art Exhibition and Wiza Words 27th May

Carnival – struggling with funding.

Christmas lights – quote for repairs to bolts etc. on building – £4k (last years budget)

Blue lights – some beyond repair. Can be used for Christmas tree in St Marys and trees on Water Street.

Quote for new icicle lights – approx. £3k plus erecting cross st lights - £1.6k

Approx cost each year for erecting and dismantling lights will be £8k

Members **AGREED** to purchase new lights and agreed costs

Switch on Day – Sunday 3rd December 2017

SK thanked members

**FC/8/2017 FINANCE MATTERS**

**8/2017/1** To receive and authorise Payments for April 2017 - Received and approved

**8/2017/2** To receive the monthly financial statement for April - Received and approved

**FC/9/2017 TOWN MAYORS ANNOUNCEMENTS**

The outgoing Mayor had attending the following

Paul Pearson memorial evening

The incoming Mayor asked members to remember that statements to the press should come

out of the office as per our press policy.

**FC/10/2017 CLERK’S REPORT**

The Clerk reported the following:

**Future Flood Risk Management Meeting**

7th June Meeting now cancelled. Looking at a date in July

**Meeting at The Royal Oak**

I met with Police, ABC Licencing Officer and residents on Friday 5th May.

Residents are concerned about the British Legion opening again due to all the trouble that was ongoing when open.

Police will be meeting with new DPS and will explain about problems. Residents urged to report any problems once it opens to the Police.

Letter of support from Town Council to Police and ABC Licencing Officer – ***Members agreed that a letter of support to be sent to ABC Licencing Dept. and Cumbria Police***

**Paul Pearson Sportsman Evening**

Letter from Paul Radcliffe thanking Councillors for support. So far they have raised £4,000

**FC/11/2017 MEMBER REPORTS**

DF - None

SH – Festivals

CS – Paul Pearson Memorial Evening

SK – Care Alliance

BA – Care Alliance (Hospital) and Paul Pearson Memorial Evening

GS – Care Alliance – Group have one year to come up with 2/3/4 proposals that would suit ICC. SK – Business case to be completed by June 2018 and CCG will look at options.

MB – Paul Pearson Memorial Evening and Dalston Male Voice Choir

PW – WBJC

EL – WBJC

MC – WBJC, Civic Society. Meeting held to discuss heritage report. Mostly covers wetlands and National Park. Group are very disappointed. Meeting with ABC last Friday heard nothing yet. EL- Can we say that we are not happy with document and that Wigton is not a major part in the bid. SK – TC need to be more proactive and not wait for ABC. SH – Can AP speak with Bill Jefferson. JC – Will look at report and will pursue it with ABC.

PS – None

AP - None

**FC/12/2017 STAFFING**

**12/2017/1** Appointment of new member of staff – Unfortunately Mr Longcake decided after 3 weeks to resign from TC. New member appointed on 8th May – Mr Paul Walker.

**12/2017/2** Apprenticeship course has started on 24th April for Callum Hodgson

**FC/13/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 12th June 2017

Meeting Closed at 8.30pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 14th JUNE 2017 AT 7.00PM**

**PRESENT**

Cllrs Webster, Pitcher, Williams, Lynch, Hodson, Stafford, Keaveney, Stabler, Ferriby, Bryceson & Armstrong.

**FC/14/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Clark, Cowell and Scott

**FC/15/2017 APPROVE THE MINUTES OF THE AGM AND TOWN COUNCIL MEETING HELD 10TH MAY 2017**

**APPROVED** and signed as a true record.

**FC/16/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Pitcher – Clerks Report (Baths Trust)

**FC/17/2017 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/18/2017 PUBLIC PARTCIPATION**

**18/2017/1** To receive comments and representations from members of the public – Mary

Huntington asked if the town planters would be planted before the Carnival. The Clerk reported

that they would be planted in time for the Carnival. Clerk to check with ABC when

hanging baskets would be in place.

**18/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr

Pitcher informed members that he had attended Allerdale AGM. Committees have been

elected and larger committees will have a joint chair. (One from each party)

**18/2017/3** To receive reports from the Police – PCSO Irving was in attendance.

Police report sent via email to members. PCSO Irving reported on the ASB – Police have now

dedicated staff for Wigton. The outreach work and education in schools is ongoing.

The Clerk read out a complaint letter received from Mrs A Robinson who had tried to contact

the Police by calling 101 and had great difficulty. Ended up contact 999 to pass on her

complaint about 2 men verbally abusing her on King Street. Police contacted her at 11.45pm

and came to see her at 2.00am. Members felt this is unacceptable and not happy that there has

been no response from the PCC who knows that there has been and still is a problem with 101.

The PCSO has passed this complaint on to her Sergeant and Inspector to look into.

Cllr Keaveney asked if people can legally drink alcohol in public places? PCSO Irving said

that there are designated public places ie. Beer gardens but as long as they are not being drunk

and disorderly for which they can be arrested then no. Clerk to contact ABC and find out which

areas in Wigton are designated no consumption of alcohol areas.

**FC/19/2017 ALLERDALE BOROUGH COUNCIL – 10K FUNDING**

The Clerk informed members that ABC were giving £10k to each town again this year.

Cllr Armstrong did a presentation on an information board for the pinfold at South End. The

cost would be around £1,400. Members supported this project. Planning Committee would

put all details together and come back to Council with the final plan.

Cllr Keaveney asked that money be set aside for the Christmas Lights. Agreed 50% be

Allocated.

Cllr Ferriby asked about a bus shelter/canopy outside Fairview Court. Clerk to speak with

CCC.

Cllr Keaveney discussed free parking for events in the town ie. Spring Fling, Christmas Lights.

Agreed in principal that £1,000 is ring fenced but a true cost needed for the car park from ABC.

Cllr Stabler asked that if there was money left in the pot it could go towards the maintenance

of Christmas lights, also discussed was the lack of provision for youth in the town.

**FC/20/2017 REPORTS FROM COMMITTEE MEETINGS**

**20/2017/1 Planning Committee – 17th May 2017**

House Extension Syke Road – No objection by TC

**20/2017/2 Wigton Burial Joint Committee – 24th May 2017**

Wall repairs – contractor appointed.

Cemetery Inspection 28th June

Sale of mini digger – no longer required

**20/2017/3 ASB Meeting – 25th May 2017**

Productive meeting.

Community based solution needed rather than a police based one.

All ASB is not just young people

There is a core group of 6 to 10 young people causing disruption.

NADT/YS/Police continue to do outreach work

TC to look into CCTV

NADT are here to help but are not the main provision for youth in the town

Looking at a youth orientated project – BMX track which is already established in the park although overgrown at present

Letter received from Tracey Noble – Members felt a little misjudged and ill timed. Was not representational of the meeting as all that attended felt it was a productive meeting.

Cllr Webster has concern about the BMX track in the park. Cllr Keaveney stated that it was only an idea that needed looked into further.

Cllr Stabler reported she had been out on detachment work. Majority of children are happy to be on the street and the only problem being is the intimidation of the public.

**20/2017/4 Footpaths and Parks Committee – 7th June 2017**

Allotment inspection – overall good

New allotments – problem with wind, some trees to be limbed

Pest Control – Park staff to deal with this

Rise Project – given go ahead to have raised beds near entrance to new allotments. TC to level path

Bowling Club – No work considered until after barton laws project complete

Future planting – Flowers will be planted for Spring Fling next year

Looking at a bench for Market Hill and we are asking Lidl to put a bench in their garden near entrance

Barton Laws – Willow spiling excellent work

Himalayan balsam a problem at Speet Gill – Looking in to this

Cllr Armstrong asked that we cut the grass on entrance into Wigton (Kirkland Estate)

It was noted that CCC are responsible for this and the Clerk to contact them

**FC/21/2017 FINANCE MATTERS**

**21/2017/1** To receive and authorise Payments for May 2017 - Received and approved

**21/2017/2** To receive the monthly financial statement for May - Received and approved

**21/2017/3** To receive and approve the Asset Register – Received and Approved. Signed by the Chair.

**21/2017/4** To receive and respond to the Internal Auditor’s Report for Year Ending 31st March 2017 – Received and to be passed to Finance Committee to act upon any recommendations. Members felt that it was a good audit report.

**21/2017/5** To approve the Statement of Assurance and authorise the Chairman to

sign the Annual Return for the year ended 31st March 2017 – Received and Approved and signed by the Chair and RFO.

**21/2017/6** To receive and approve the accounts for year ended 31st March 2017 – Received and Approved.

**FC/22/2017 TOWN MAYORS ANNOUNCEMENTS**

The Mayor had attending the following

Allerdale AGM and Mayor Making

Workington Mayor Making

Spring Fling and Wiza Words Exhibition

**FC/23/2017 CLERK’S REPORT**

The Clerk reported the following:

Unfortunately Civic Society would not be attending the Town Meeting on 20th June. The Clerk to ask ABC Heritage Officer to come and discuss the heritage bid.

Flood Risk Management meeting for members on Tuesday 11th July in Wigton Market Hall 10.30am. Drop In for Public at Skiddaw Hotel, Keswick on Wed 28th and Friday 30th at Christ Church, Cockermouth 3.00pm to 8.00pm

Cllr Hodson reported that if we want the public to attend our town meeting we need to advertise and we had not advertised it in the notice board or on the website. The Clerk stated that it had been advertised through the press and to all councillors but had failed to advertise on the notice board and on the website. Apologies and that it would be corrected in the morning.

Cllr Pitcher reported that the Managing Director of Hopes had invited him to a board meeting at Hopes as a member of the baths trust and Councillor. He is very aware of the ill feeling between Hopes and WTC and wants to move forward. Cllr Pitcher happy to go to meeting as Town Councillor if members were happy for him to do so.

Cllr Keaveney asked that he discuss the market with them. What are their plans to close the market and then we can move forward with ABC.

Members happy for Cllr Pitcher to attend meeting on behalf of WTC.

**FC/24/2017 MEMBER REPORTS**

DF - None

SH – Planning

CS – CIC Fundraising Event

SK – Art Exhibition and CIC Fundraising event

BA – Planning

PW – WBJC

EL – WBJC, Chrysalis Lunch

PS – Planning, F & P

AP – ASB meeting and WBJC

**FC/25/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 12th July 2017

Meeting Closed at 8.45pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 12th JULY 2017 AT 7.00PM**

Cllr Hodson spoke of the recent sad loss of Cllr. Binky Armstrong. He was a big part of our community and will be sorely missed. A minutes silence was held.

**PRESENT**

Cllrs Pitcher, Clark, Lynch, Hodson, Keaveney, Stabler, Ferriby, Bryceson, Cowell and Scott.

**FC/26/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Williams and Webster

**FC/27/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 14TH JUNE 2017**

**APPROVED** and signed as a true record.

**FC/28/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/29/2017 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/30/2017 PUBLIC PARTCIPATION**

**30/2017/1** To receive comments and representations from members of the public – The Chair

invited Mr Jonathan Rogers from Natwest Bank to speak. Mr Rogers explained that although

the bank will be closing on 10th October his role is to help customers before this. He will be

having drop in sessions at the library. There will also be the mobile banking. Days/times yet

to be decided but probably once per week for 2 hours. Members asked what will happen to the

night safe? Mr Rogers unsure and would ask the question.

Mr Rogers was thanked for his time and left the meeting.

The Clerk reported the following after a recent FOI request for the income and expenditure

costs for Water Street Car Park

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Gross income** | **Net income** | **Machine costs** | **Service costs** | **NNDR** | **Structural repairs** | **Total expenditure** |
| **2016/17** | £102,920.80 | £85,767.33 | £11,664.00 | £1,002.00 | £16,389.43 | £8,224.00 | £37,279.43 |
| **2015/16** | £99,773.70 | £83,144.75 |  | £1,002.00 | £10,784.53 |  | £11,786.53 |
| **2014/15** | £100,972.60 | £84,143.83 |  | £1,002.00 | £8,490.57 |  | £9,492.57 |

Members asked what happens to the income received. Cllr Cowell reported that the money

goes back in to a central fund.

Cllr Keaveney mentioned the 20 minute car parking spaces that had been promised. Clerk to

write to Head of Parking Services and Cllr Heaslip.

Cllr Ferriby reminded members that the issue of car parks was top of residents agenda on the

TC questionnaire.

Members discussed taking over the car park from ABC but stated that it wouldn’t be a free car

Park.

The Clerk reported the emails received from Mr Stanton (which had been previously circulated

to members). Asked Councillors what they wanted to do on the issues raised over speeding

etc. in the town and his request for a speed survey. Councillors happy for Clerk to speak with

the police/CCC and obtain costs of a speed survey.

**30/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr

Pitcher had attended Scrutiny training in Birmingham. Also met with Richard Cain (Env

Health Officer ABC) and Mary Huntington to discuss the increase in rats in the town. Areas

found to have signs of rodent activity were Manor Court/Kings Arms Hotel and Meeting House

Lane. A report to follow.

Cllr Keaveney asked if the ABC Local Plan will be reviewed following the Lake District

becoming a World Heritage Site for areas on the periphery of the Lakes?

ABC Members will ask and it was agreed that the Policy and Development Committee would

look at this further.

**30/2017/3** To receive reports from the Police – Apologies received from Police. Report

emailed prior to the meeting.

The Clerk reported criminal damage at Barton Laws where a vehicle had been driven across

the football pitches on two separate occasions. It had been reported to the police.

Cllr Keaveney reported that there had been a drop off in ASB and that the partnership working

wasn’t going very well but they would be doing an evaluation report before the next meeting

is called.

**FC/31/2017 PLANNING APPLICATION**

2/2017/0343 – Reserved matters for 79 dwellings – Land adjacent to Station Hill

**No comments from members**

**FC/32/2017 REPORTS FROM COMMITTEE MEETINGS**

**32/2017/1 Planning Committee – 5th July 2017**

Application for Court House, Station Road. Good news that they are keeping the frontage of the Old Court House – No objections on application from TC

**32/2017/2 Wigton Burial Joint Committee – 3rd July 2017**

Headstones have all been checked and a total of 212 are unsafe. Cemetery have agreed to make safe/refix headstones at the cost of the committee. We will also set up a reserve account for future repair works.

**FC/33/2017 FINANCE MATTERS**

**33/2017/1** To receive and authorise Payments for June 2017 - Received and approved

**33/2017/2** To receive the monthly financial statement for June 2017 - Received and approved

**FC/34/2017 TOWN MAYORS ANNOUNCEMENTS**

The Mayor had attending the following

Town Meeting -20/6

Wigton Carnival – 24/6

Keswick Civic Service – 25/6

Planning Meeting – 5/7

Future Flood Risk Management meeting – 11/7

**FC/35/2017 CLERK’S REPORT**

The Clerk reported the following:

Vehicle NX06 BTV involved in an accident on the A596 on Tuesday 4th July. Waiting for report from Insurance Company but looks like vehicle will be written off.

NTS have asked if we could take a pupil on works experience from September to December this year – Thursday every week. Stephen happy for this up to October half term and then we will review this. ***Clerk to check insurance***

Flying the Flag for the Merchant Navy – 3rd September 2017. ***Cllr Cowell happy to organise this. Clerk to purchase flag.***

Wigton Enews letter – Seems to be going well. Are you happy for me to send information to him? ***Yes***

CCTV – Working group required to discuss what the council want. ***Cllrs Pitcher, Lynch, Cowell and Hodson***

Carnival – Letter of thanks to TC and Staff

Ladies Bowls Festival at Park Bowling Club – 26th and 27th July. Facilities offered free of charge.

**FC/36/2017 MEMBER REPORTS**

GS – Wigton and Solway Care Alliance Meeting

DF – Carnival and will be attending Chrysalis AGM

SH – Town Meeting, Flood meeting and Carnival

CS – Town meeting and Carnival

SK – Town Meeting, Carnival, Flood meeting and Wigton and Solway Care Alliance. Looking at business plan and what to go forward with. Looking at options ie new build. It is key that the proposal is deliverable within the parameters of the CCG.

EL – WBJC, Town Meeting, Flood meeting, Carnival and Hopes Board Meeting – Hopes happy to meet with ABC/TC to discuss future of Market. They have sold 10 acres of land for housing.

AP – Town meeting and Wigton and Solway Care Alliance

MC – Flood meeting

JC – Town Meeting

**FC/37/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 13th September 2017

Meeting Closed at 8.55pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 13TH SEPTEMBER 2017 AT 7.00PM**

**PRESENT**

Cllrs Pitcher, Williams, Stafford, Clark, Lynch, Hodson, Stabler, Ferriby, Bryceson, Cowell and Scott.

**FC/38/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Keaveney

**FC/39/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 12TH JULY 2017**

**APPROVED** and signed as a true record.

**FC/40/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllrs Pitcher and Cowell – Members of ABC Item 11

**FC/41/2017 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/42/2017 PUBLIC PARTCIPATION**

**42/2017/1** To receive comments and representations from members of the public –

3 members of the public came to discuss the proposed Memorial Garden at Wigton Cemetery.

Not happy that there is to be a path next to some spaces that they own. Members from WBJC

assured them that no plans had been made as to where any paths would be for the new garden.

They were invited to the next burial committee meeting where it would be discussed further.

Connie Jenson approached the meeting looking for ideas and support to get people to vote on

their bid for solar energy for the theatre. Facebook was suggested along with going in to

schools.

**42/2017/2** To receive reports from Borough and County Councillors in attendance – Apologies

from Cllr Liddle.

AP – There are going to be task and performance groups set up to make sure the Scrutiny Panel

have targets to work towards.

**42/2017/3** To receive reports from the Police – Inspector Gale was in attendance. New role of

Allerdale NPT Inspector. Wigton is a priority. Will be high visibility on evenings and

weekends. Extra team of PC’s dedicated for West Cumbria. Collecting evidence on 5 youths

at present and need the support of the community to report ASB etc.

Members also discussed parking problems in the town.

**FC/43/2017 WIGTON BATHS TRUST**

Mave Tyas was invited to speak by the Chair –

Firstly thank you for your continued support.

Who uses the baths - Schools, community groups, Youth Station, Realising our potential group and others.

Footfall has increased. Delighted that the access road through hopes site has been included in the planning application.

Looking in to funding for a multipurpose activity room (Dry Room) and a viewing gallery

Lots of work being done to prevent/reduce flooding.

Mave was thanked for her time.

**FC/44/2017 BARTON LAWS CHANGING ROOMS**

To award an Architect the contract to carry out the design and planning application for new/refurbished changing rooms at Barton Laws – The Clerk discussed the 3 quotes received

Quote 1 – £19,000 to do above and also project manage

Quote 2 – £2,625 for most of the above

Quote 3 - £5,485 for the above

***DF proposed Quote No. 3 – Vote taken 10 agreed/ 1 abstain***

**FC/45/2017 CCTV**

AP discussed CCTV with members. 5 cameras required at approx. cost of £5k per unit with ongoing costs of £150 per month.

Members agreed that we should look into funding from PCC, ABC and others

Further investigation required – Sub Group to meet on Tuesday 19th September at 6.00pm

**FC/46/2017 REPORTS FROM COMMITTEE MEETINGS**

**46/2017/1 Finance Committee – 17th July** Minutes circulated previously. No comments from members. Finance Meeting to be held on Monday 2nd October at 1.00pm

**46/2017/2 Festivals Committee – 18th July** Minutes circulated previously. Should have an update on produce market for next meeting.

**46/2017/3 Wigton Burial Joint Committee – 26th July** Minutes circulated previously.Contractor has been appointed to undertake the work of repairing headstones. Works to start early October.

***Cllr Cowell left the meeting.***

**46/2017/4 Planning Committee – 4th September** Minutes circulated previously. Committee had objected to the access of a planning application for Station Hill.

**FC/47/2017 FINANCE MATTERS**

**47/2017/1** To receive and authorise Payments for Aug/Sept 2017 - Received and approved

**47/2017/2** To receive the monthly financial statement for Aug/Sept 2017 - Received and approved

**47/2017/3** To receive External Auditors Report – Not received defer to next meeting.

**FC/48/2017 ALLERDALE BOROUGH COUNCIL – 10K FUNDING**

Members had been asked to re visit the allocations (Set at June Meeting) of spending of the

10k by Allerdale Borough Council.

Members agreed they were happy with the allocated spending discussed in June and the Clerk

was asked to pass this on to ABC.

**FC/49/2017 TOWN MAYORS ANNOUNCEMENTS**

The Mayor had attending the following

Workington Civic Service

Inglewood Celebration Day

Allerdale Civic Service

**FC/50/2017 CLERK’S REPORT**

The Clerk reported the following:

Vehicle NX06 BTV – Settlement received £3,275 – ***Clerk to find another vehicle for approx. £10,000***

Barton Laws – Wigton Dog club would like to race every weekend out of season. I suggest Sunday mornings (Approx. 10 dogs) – ***Yes***

Barton Laws – Gates have been damaged Monday 10th Sept – No more info

Co-opt two members on to council (Resignation from Jen) – ***Clerk to send vacancy notice out***

Member required for Planning, WBJC, Festivals, Finance and Governor to Wigton Infants School – ***DF for planning, GS for WBJC and EL for Governor. We will fill Finance space with new member***

Dates and two members for Appraisals ***– Chair and Deputy Chair. Date tbc***

**FC/51/2017 MEMBER REPORTS**

GS – Wigton Hospital. No business plan will be going forward. No hospital in 5 years

DF – None

SH – Rydal Mount collection of £150 donation to Festivals

CS – Meeting with Police (ASB)

PS - None

EL – Barton Laws User Group, Police Meetings (ASB), Red ensign Flag Event, WBJC and Mayor of Cockermouth Civic Service

AP – 3 meetings with Youth Station, Meeting with Police (ASB), Red Ensign Flag event and WBJC

MC – Civic Society Meeting – New application to go forward

PW - None

**FC/52/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 11th October 2017

Meeting Closed at 9.05pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 11TH OCTOBER 2017 AT 7.00PM**

**PRESENT**

Cllrs Pitcher, Stafford, Clark, Hodson, Bryceson, Cowell and Scott.

**FC/53/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllrs Keaveney, Lynch, Williams, Ferriby and Stabler

**FC/54/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 12TH JULY 2017**

**APPROVED** and signed as a true record.

**FC/55/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Cowell – Member of ABC Item 6

**FC/56/2017 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/57/2017 PUBLIC PARTCIPATION**

**57/2017/1** To receive comments and representations from members of the public –

Mary Huntington mentioned parking again in the town. Also what happened to plans for Union

Street in the traffic review (One way system)

The Clerk had sent photographs to Cumbria CC to show the parking problems on King Street

and asked that a traffic warden be assigned to Wigton. Members asked the clerk to contact

Roger Liddle and Cumbria CC about a purge in the town.

**57/2017/2** To receive reports from Borough and County Councillors in attendance – Apologies

from Cllr Liddle.

Cllr Cowell – On Scrutiny Panel. Also mentioned 20 minute free parking spaces on Water

Street Car Park. Clerk to email Mike Heaslip

Cllr Pitcher had attended Full Council and Call in and debrief Scrutiny meeting

**57/2017/3** To receive reports from the Police – Police report emailed to members prior to the

Meeting. PCSO Harris and Crome arrived at the meeting at 7.40pm and apologised for being

late.

Discussions took place regarding the Proactive team assigned to Allerdale area. They will start

this role on 18th October. PCSO’s have been to visit youths at home with housing provider and

Police Youth Officer. Seems to be having a good effect on some youths.

Cllr Hodson agrees that parents should be more accountable and that housing providers have

powers to intervene. CCTV is definitely needed.

**FC/58/2017 ALLERDALE BOROUGH COUNCIL – FACELIFT SCHEME**

The Clerk reported that Toni Magean could not make the meeting this evening. The Clerk updated members on the facelift scheme.

ABC have received 6 applications so far and there will be two funding rounds. More money will be available from April 2018. Hoping to help many properties/businesses in the town and they only have to fund 10% of the overall cost.

Toni Magean has also asked if we would support a market in the town. If we could financially support it by erecting/dismantling gazebos at the beginning and end of the day.

In principle members support the market but ask that the clerk finds out how many stall holders there will be each week? What will the rent be? What are Geraud Markets commitments? The Clerk is having a meeting with Toni Magean the following day. Cllr Cowell will also be attending.

**FC/59/2017 REPORTS FROM COMMITTEE MEETINGS**

**59/2017/1 WBJC – 27th September** Due to the chair being absent the Clerk reported that the headstones will be levelled and work to start next week. Memorial Garden had been discussed and Clerk to arrange quotes for work. Wall that borders a property to be repaired. Movement due to trees. B Johnstone Painter and decorator awarded the contract to paint vestry, chapel and toilets. Quote discussed for the windows in the vestry.

Budget meeting to take place on Wednesday 1st November 2017.

**59/2017/2 Finance Committee – 2nd October** Due to the chair being absent the Clerk reported that the budget monitoring for April to June was all ok. Unfortunately there will be an increase in wages for the year due to the increase payment of £11,000 to the pension fund.

**59/2017/3 Planning Committee – 4th October** Committee have objected to the amended planning application for Station Hill and no objections to Barclays Bank new security door.

**59/2017/4 Festivals Committee – 10th October** Due to the chair being absent the Clerk reported that plans for Christmas Lights Switch on all going well. Produce Market on the street – press release soon. Members have asked the ‘Old lights team’ to switch lights on this year. Next meeting 14th November 2017.

**FC/60/2017 FINANCE MATTERS**

**60/2017/1** To receive and authorise Payments for September 2017 - Received and approved

**60/2017/2** To receive the monthly financial statement for September 2017 - Received and approved

**60/2017/3** To receive External Auditors Report – The Clerk had sent back audit report with the amendment of the grant money received for the burial committee. There were no other issues raised for the audit 2016/17. Members thanked the Clerk for the work put in to the audit.

**60/2017/4** To agree on a new signatory for Bank due to resignation of Cllr Webster – Agreed that Cllr Pitcher become the new primary user with the Cumberland Building Society.

**FC/61/2017 TOWN MAYORS ANNOUNCEMENTS**

The Mayor reminded members of the code of conduct.

**FC/62/2017 CLERK’S REPORT**

The Clerk reported the following:

Co-opt two members on to council – ***No one has come forward***

Circus would like to come to town – 6th to 12th August 2018 – ***No objections***

Donation of £50 received from Wigton Lure Dog Club also Donation of £101 collected in memory of the late Binky Armstrong

Rotary – Planting of crocus

Dave Stanton request that shops advertise the 2 hours free parking notice to stop cars parking in front of Spar etc. and blocking the dropped kerb areas of King Street – Email sent Shops already had notice

Registering 79 new properties on Station Hill – Woodside Park – ***No objections***

Transit Van double cab, 2014 reg, 1 owner FSH £11,500 (Cage to go on back) – ***Go ahead and purchase***

Wigton Park – Vandalism to bins (fireworks) throwing rubbish about. Vehicle now going on to Phoenix Park. I’ve ordered 3 new bollards

**FC/63/2017 MEMBER REPORTS**

GS – Hospital Meeting – Cllr Scott has decided that he will no longer represent the TC on

Hospital League of friends and the Solway Care and Community Alliance Group and will not

be attending anymore meetings.

AP – CCTV working group, Youth Station and WBJC

PS – Planning, Footpaths and Parks

MC – WBJC, Footpaths and Parks and Allotment Inspection

JC – CCTV working group

SH – CCTV working group, planning and festivals

**FC/64/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 8th November 2017

Meeting Closed at 8.25pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 13th DECEMBER 2017 AT 7.00PM**

**PRESENT**

Cllrs Bryceson, Clark, Ferriby, Hodson, Lynch, Pitcher, Stabler, Stafford, Williams & Huntington

**FC/79/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies received from Cllrs Cowell, Keaveney, Scott & Stapley

Absent – Cllr Thomason

**FC/80/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 8th NOVEMBER 2017**

**APPROVED** and signed as a true record.

**FC/81/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Pitcher – Item 8 Barton Laws Changing Rooms & Item 10 – Wigton Baths. Cllr Bryceson

Item 10 Wigton Baths. Cllr Hodson – Item 6, Planning

**FC/82/2017 EXCLUSION OF PRESS AND PUBLIC**

Item 9. WBJC – Cllr Lynch to address after Agenda Item 13.

**FC/83/2017 PUBLIC PARTCIPATION**

**83/2017/1** To receive comments and representations from members of the public –

A letter has been received from Mr Stanton suggesting that WTC have a standing agenda item

of Health and Safety with regard to traffic problems in the town centre. Cllrs discussed and

requested that the Clerk respond that traffic problems are beyond the Town Councils remit, and

that issues we are aware of are reported to the relevant authorities.

**83/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr

Pitcher reported on the Overview and Scrutiny meeting of 3rd November.

**83/2017/3** To receive reports from the Police – PCSO Harris attended. The monthly report had

been circulated previously. There has been a reduction in ASB incidents, and PCSO Harris

proceeded to explain the options available to the police. Cllr Hodson asked how the Saturday

sessions at the Youth Station were going, PCSO Harris advised they were working well with

25-30 youths attending each session. Cllr Pitcher has been invited to Police

HQ with regard to CCTV installation. PCSO Harris handed over documentation to consider

Explaining the code of practice and implications to the Town Council

**FC/84/2017 PLANNING APPLICATIONS**

**2/2017/0396** Outline application for residential development on land at Kirkland Road, Wigton for Mr D Wright **- NO OBJECTIONS**

**FC/85/2017 ALLERDALE LOCAL PLAN PART 2 SITE ALLOCATIONS CONSULTATION - Additional sites submitted and policy options 2017**

Councillors resolved to defer to the next full council meeting.

**FC/86/2017 BARTON LAWS CHANGING ROOMS**

Cllr Ferriby advised Option 3 was chosen by the Finance Committee due to the social facility

as well as it being suitable for the planned expansion of the site. Cllrs **RESOLVED** to proceed

with Option 3 and for the Clerk to pursue costs and funding.

**FC/87/2017 FINANCE MATTERS**

**87/2017/1** To receive and authorise Payments for November2017 - Received and approved

**87/2017/2** To receive the monthly financial statement for November 2017 - Received and approved

**87/2017/3** To discuss and agree the budget and precept for 2018-19 – recommended by the Finance Committee. **AGREED**

**FC/88/2017 TOWN MAYORS ANNOUNCEMENTS**

Inglewood – 100th Birthday Party, Remembrance Service, Hopes Carol Service and the

Christmas lights festival.

**FC/89/2017 TO RECEIVE THE CLERKS REPORT**

* General Data Protection Regulation and Data Protection bill comes into force on 25th May 2018. Alison has booked us both on a course through CALC in preparation for the new regulations. This is likely to be time consuming, and come with costs as a DPO will need to be appointed. We will update you as and when.
* Christmas Lights – Information has been passed to the insurance company.
* We are now on BT Fibre Optic Broadband

**FC/90/2017 MEMBERS REPORTS**

AP – Remembrance Sunday, WBJC, Xmas Festival

PS - Remembrance Sunday, Xmas Festival

EL – Remembrance Sunday, Xmas Festival, WBJC

PW - Health Meeting

MC – Remembrance Sunday, WBJC

SH – Remembrance Sunday, XMAS Festival

MH – Remembrance Sunday

**FC/91/2017 REPORTS FROM COMMITTEE MEETINGS**

**91/2017/1 Finance –** Cllr Ferriby reported the budget had been set, with £15000 added to the precept for CCTV

**91/2017/2 Festivals –** Cllr Stabler reported the xmas festival had gone well, although the farmers market failed to materialise. Members briefly discussed outline plans for next year including WW1 themes.

**91/2017/3 Planning –** Cllr Hodsonreported on the latest planning meeting, and advised that she has stepped down as chair of the committee.

**91/2017/4 – WBJC CONFIDENTIAL –**

**FC/92/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 10th January 2018

Meeting Closed at 8.30pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 10th JANUARY 2018 AT 7.00PM**

**PRESENT**

Cllrs Bryceson, Clark, Cowell, Stapely, Ferriby, Hodson, Lynch, Pitcher, Stabler, Stafford, Williams & Huntington

**FC/93/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies received from Cllrs Keaveney and Scott

**FC/94/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 13th DECEMBER 2017**

**APPROVED** and signed as a true record.

**FC/95/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Pitcher – Items 6 and 9

Cllr Bryceson – Item 9

Cllr Hodson – Item 9

Cllr Cowell – Item 6 and 9 (Pecuniary Interest)

**FC/96/2017 EXCLUSION OF PRESS AND PUBLIC**

Item 7. WBJC – Cllr Lynch to address after Agenda Item 13.

**FC/97/2017 PUBLIC PARTCIPATION**

**97/2017/1** To receive comments and representations from members of the public –

**97/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr Liddle

was in attendance. Letter sent to Chief Exec of Cumbria NHS Partnership Trust and Cumbria

University Hospitals Stephen Eames. (Clerk to forward letter to members)

Cllr Cowell stated that Inglewood care home is over subscribed. Cllr Liddle would take this

up with Director of Social Care (Cumbria CC).

Budget is in progress with no drastic cuts for the coming year but long term it’s looking very

depressing.

Cllr Pitcher – Now chair of ABC Scrutiny Committee and they have been looking at the draft

Budget. Cuts in various areas inevitable.

Cllr Cowell – Nothing to report.

**97/2017/3** To receive reports from the Police – PCSO Irving attended. The monthly report had

been circulated previously. She reported that it had been quiet over the Christmas period and

to date. Lots of Your Choice forms, speaking with parents etc. done before Christmas. 2 Youths

on ASB notices.

Cllr Ferriby stated that the police had done a good job.

Cllr Hodson disappointed there were no conclusions on the report. PCSO Irving said that can

only report when the case is complete.

PCSO Irving left the meeting at 7.25pm

**FC/98/2017 ALLERDALE LOCAL PLAN PART 2 SITE ALLOCATIONS**

**CONSULTATION – ADDITIONAL SITES SUBMITTED AND**

**POLICY OPTIONS 2017**

To discuss the documentation (previously circulated) with a view to a response

Motion put forward by Cllr Williams – The additional site for Wigton is extending the

boundary of the town in to green fields and we object. Vote taken – All in agreement

**FC/99/2017 ABC**

To discuss the 10k funding for 2018/19

Cllr Stabler asked that since Youth Provision was on our list, could this money be put aside for

possibly activities in the holidays and can the fund be held with the Festivals Committee?

Cllr Clark mentioned willow trees along the cycle track to tackle the flooding in the field. Defer

to Footpaths and Parks Committee.

Cllr Williams asked for 2 new seats. 1 at entrance to Barton Laws and 1 outside Market Hill

car park.

Cllr Cowell proposed that 2 seats were purchased and the rest of the funding to go in Festivals

pot for activities through NADT/Youth Station. AGREED

**FC/100/PLANNING APPLICATIONS**

**2/2017/0587** Residential development of 110 houses at the former Auction Mart, 93 High Street for Home Group Developments Ltd – **Cllr Cowell left the room**

Cllr Lynch stated that we cannot approve this application due to Env Agency refusal.

Discussions took place regarding the emergency access road which Cllr Pitcher stated this will be used for vehicles using the pool.

Motion put forward by Cllr Lynch – At the present time we recommend refusal on the grounds of no acceptable FRA completed for this development.

Vote – 10 for and 1 against

**FC/101/2017 FINANCE MATTERS**

**101/2017/1** To receive and authorise Payments for December2017 - Received and approved

**101/2017/2** To receive the monthly financial statement for December 2017 - Received and approved

**FC/102/2017 TOWN MAYORS ANNOUNCEMENTS**

16/12 – Choral Society

22/12 Christmas Visits with E Lynch

**FC/103/2017 TO RECEIVE THE CLERKS REPORT**

* Looking for a councillor to go on Planning committee – Cllr Huntington
* I will advertise – 1 councillor needed
* FRA being done for Barton Laws then will be submitted to ABC (End Feb)

**FC/104/2017 MEMBERS REPORTS**

AP – WBJC, Invite to Police Station on 2/2/18 to look at CCTV (J Cowell to attend)

PS – None

EL – WBJC and Christmas Visits

PW – WBJC

CS – None

MC – WBJC

SH – None

MH – None

JC – None

CST – None

**FC/105/2017 WBJC – CONFIDENTIAL**

**FC/106/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 14th February 2018

Meeting Closed at 8.45pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 10th JANUARY 2018 AT 7.00PM**

**PRESENT**

Cllrs Bryceson, Clark, Cowell, Stapely, Ferriby, Hodson, Lynch, Pitcher, Stabler, Stafford, Williams & Huntington

**FC/93/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies received from Cllrs Keaveney and Scott

**FC/94/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 13th DECEMBER 2017**

**APPROVED** and signed as a true record.

**FC/95/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Pitcher – Items 6 and 9

Cllr Bryceson – Item 9

Cllr Hodson – Item 9

Cllr Cowell – Item 6 and 9 (Pecuniary Interest)

**FC/96/2017 EXCLUSION OF PRESS AND PUBLIC**

Item 7. WBJC – Cllr Lynch to address after Agenda Item 13.

**FC/97/2017 PUBLIC PARTCIPATION**

**97/2017/1** To receive comments and representations from members of the public –

**97/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr Liddle

was in attendance. Letter sent to Chief Exec of Cumbria NHS Partnership Trust and Cumbria

University Hospitals Stephen Eames. (Clerk to forward letter to members)

Cllr Cowell stated that Inglewood care home is over subscribed. Cllr Liddle would take this

up with Director of Social Care (Cumbria CC).

Budget is in progress with no drastic cuts for the coming year but long term it’s looking very

depressing.

Cllr Pitcher – Now chair of ABC Scrutiny Committee and they have been looking at the draft

Budget. Cuts in various areas inevitable.

Cllr Cowell – Nothing to report.

**97/2017/3** To receive reports from the Police – PCSO Irving attended. The monthly report had

been circulated previously. She reported that it had been quiet over the Christmas period and

to date. Lots of Your Choice forms, speaking with parents etc. done before Christmas. 2 Youths

on ASB notices.

Cllr Ferriby stated that the police had done a good job.

Cllr Hodson disappointed there were no conclusions on the report. PCSO Irving said that can

only report when the case is complete.

PCSO Irving left the meeting at 7.25pm

**FC/98/2017 ALLERDALE LOCAL PLAN PART 2 SITE ALLOCATIONS**

**CONSULTATION – ADDITIONAL SITES SUBMITTED AND**

**POLICY OPTIONS 2017**

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Motion put forward by Cllr Williams – The additional site for Wigton is extending the

boundary of the town in to green fields and we object. Vote taken – All in agreement

**FC/99/2017 ABC**

To discuss the 10k funding for 2018/19

Cllr Stabler asked that since Youth Provision was on our list, could this money be put aside for

possibly activities in the holidays and can the fund be held with the Festivals Committee?

Cllr Clark mentioned willow trees along the cycle track to tackle the flooding in the field. Defer

to Footpaths and Parks Committee.

Cllr Williams asked for 2 new seats. 1 at entrance to Barton Laws and 1 outside Market Hill

car park.

Cllr Cowell proposed that 2 seats were purchased and the rest of the funding to go in Festivals

pot for activities through NADT/Youth Station. AGREED

**FC/100/PLANNING APPLICATIONS**

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Cllr Lynch stated that we cannot approve this application due to Env Agency refusal.

Discussions took place regarding the emergency access road which Cllr Pitcher stated this will be used for vehicles using the pool.

Motion put forward by Cllr Lynch – At the present time we recommend refusal on the grounds of no acceptable FRA completed for this development.

Vote – 10 for and 1 against

**FC/101/2017 FINANCE MATTERS**

**101/2017/1** To receive and authorise Payments for December2017 - Received and approved

**101/2017/2** To receive the monthly financial statement for December 2017 - Received and approved

**FC/102/2017 TOWN MAYORS ANNOUNCEMENTS**

16/12 – Choral Society

22/12 Christmas Visits with E Lynch

**FC/103/2017 TO RECEIVE THE CLERKS REPORT**

* Looking for a councillor to go on Planning committee – Cllr Huntington
* I will advertise – 1 councillor needed
* FRA being done for Barton Laws then will be submitted to ABC (End Feb)

**FC/104/2017 MEMBERS REPORTS**

AP – WBJC, Invite to Police Station on 2/2/18 to look at CCTV (J Cowell to attend)

PS – None

EL – WBJC and Christmas Visits

PW – WBJC

CS – None

MC – WBJC

SH – None

MH – None

JC – None

CST – None

**FC/105/2017 WBJC – CONFIDENTIAL**

**FC/106/2017 DATE OF NEXT MEETING**

Next meeting will be held on Wednesday 14th February 2018

Meeting Closed at 8.45pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 14th FEBRUARY 2018 AT 7.00PM**

Prior to the meeting, Cllr Lynch welcomed Steve Dooley, United Utilities, & Steve Caunce of MMB Contractors who attended to update Council on the planned works to the dedicated sewer from Futumura to Raby Cote.

**PRESENT**

Cllrs Clark, Hodson, Keaveney, Lynch, Pitcher, Scott, Stafford, Williams & Huntington

**FC/107/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies received from Cllrs Bryceson, Cowell, Ferriby, Stapley, & Stabler

**FC/108/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 10th JANUARY 2017**

**APPROVED** and signed as a true record.

**FC/109/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Pitcher – Items 7 and 8

**FC/110/2017 EXCLUSION OF PRESS AND PUBLIC**

Item 7. Grant Application – Cllr Lynch to address after Agenda Item 12.

**FC/111/2017 PUBLIC PARTCIPATION**

**111/2017/1** To receive comments and representations from members of the public – Several

residents of Cuddy Lonning and surrounding area attended to highlight the problems

encountered. The clerk read out a letter that had been sent to the County Councillor by the

residents. Councillors acknowledged the problems mentioned and agreed to request a site

meeting with County Council representatives.

Mr McMasters advised council that the matter concerning his building had been

resolved and thanked the council for their assistance.

The clerk advised that Mr Martin had asked that his thanks for the provision of a public seat at

Market Hill be passed onto councillors.

**111/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr

Pitcher reported he had attended a scrutiny meeting. A resident had approached him

concerning problems with a property on Station Hill, and that as requested by the Town

Council had spoken at the ABC council meeting regarding the withdrawal of support to the

cemetery.

**111/2017/3** To receive reports from the Police. The clerk summarised the report. Councillors

asked that the Clerk contact the police asking that they advise Council when incidents are

resolved.

**FC/112/2017 ADMINISTRATION AND GOVERNANCE**

**112/2017/1** To receive updated Standing Orders

AGREED/ADOPTED/SIGNED OFF (No change from previous version)

**112/2017/2** To receive updated Financial Regulations

AGREED/ADOPTED/SIGNED OFF (No change from previous version)

**112/2017/3** To receive updated Asset Register

RECEIVED/SIGNED OFF

**112/2017/4** To receive Risk Assessment Document

RECEIVED/SIGNED OFF

**112/2017/5** To review the internal control and internal audit arrangements

REVIEWED/SIGNED OFF

Cllr Williams asked that in future councillors be advised of changes from previous documents

PCSO Irving then attended the meeting. The police report was discussed and it was agreed

updates to “incidents of note” would be provided if requested.

**FC/113/2017 REPORTS FROM COMMITTEES**

**113/2017/1** WBJ Committee – Cllr Lynch advised members on progress with the memorial

Garden and the computerisation of the Burial records

**113/2017/2** Festivals Committee – Cllr Keaveney updated members on the Christmas Lights

additions, Spring Fling plans etc. Festivals are also looking to hold youth related activities in

the summer and are exploring funding opportunities

**113/2017/3** Cllr. Williams advised members of the grants recently agreed.

**FC/114/2017 FINANCE MATTER**

**114/2017/1** To receive and authorise payments for January 2018 – received and authorised

**114/2017/2** To receive the monthly financial statement for January 2018 – received

**FC/115/2017 TOWN MAYORS ANNOUNCEMENTS**

Nothing to report.

**FC/116/2017 CLERKS REPORT**

**Clerk’s Report – February 2018**

* Works to Speet Gill being undertaken this week – remove deadwood etc.
* Christian Moss CCC are to assess suitability of bus shelter/canopy outside Fairview Court
* 2 new public seats in situ – Market Hill Car Park and Barton Laws
* Holes etc. being blocked in Pavilion before nesting season begins. Public toilets may need a bat survey in May
* 2 members of Parks Staff off sick at present, one for 2 months and one for a week at the moment.
* Xmas Lights incidents – Mr McMasters has accepted costs for repairs to the building from the contractors, in addition the contractors paid out compensation to a runner who hurt his hand on a vehicle while lights were taken down.
* Reminder High Street closed for resurfacing from 19th Feb for 2 weeks. 6pm til Midnight.

**FC/117/2017 MEMBERS REPORTS**

Cllr Pitcher is to arrange a meeting with Allerdale Representatives concerning the WBJC

grant removal, to which the clerk will be invited.

**FC/118/2017 DONATION/GRANT – CONFIDENTIAL – TO DISCUSS A GRANT TO**

**BOLTON LOW HOUSE PRE-SCHOOL**

**FC/119/2017 DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 14th March 2018

Meeting Closed 8.10pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 14th MARCH 2018 AT 7.00PM**

Prior to the meeting, Cllr Bryceson welcomed David Oldham, Futamura who attended to update Council on the future plans OF Futamura.

**PRESENT**

Cllrs Bryceson, Stapley, Clark, Keaveney, Lynch, Pitcher, Stafford, Cowell & Huntington

**FC/120/2017 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies received from Cllrs Ferriby, Williams, Scott, Hodson & Stabler

**FC/121/2017 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING HELD 14th FEBRUARY 2017**

**APPROVED** and signed as a true record.

**FC/122/2017 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO**

**GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Pitcher – Item 6 and 9

Cllr Cowell – Item 9

Cllrs Stapely, Clark and Stafford – Item 6

**FC/123/2017 EXCLUSION OF PRESS AND PUBLIC**

Item 13 – Staff Issues

**FC/124/2017 PUBLIC PARTCIPATION**

**124/2017/1** To receive comments and representations from members of the public – None

**124/2017/2** To receive reports from Borough and County Councillors in attendance – Cllr

Pitcher and the Clerk met with Allerdale Reps regarding the withdrawal of the support grant

for Wigton Cemetery. An apology was given for the lack of communication and an offer of

help to draw up a business plan. Cllr Lynch thanked Cllr Pitcher.

Cllr Pitcher and Cllr Cowell had attended Allerdale Full Council where the budget was

discussed. It was voted through along with an increase in members allowances of £100. Both

did not support the allowance increase. Both members are on the scrutiny committee and will

be monitoring next year’s budget.

**124/2017/3** To receive reports from the Police – PCSO Kier Irving was in attendance. Report

circulated prior to the meeting. PCSO Irving commented that they hadn’t been asked to update

members on previous reports. Members agreed to contact the Clerk for updates.

**FC/125/2017 DONATION/GRANT**

As previous meeting members had asked for numbers of children from Wigton that attended

the childcare unit at Bolton Low Houses. The Clerk updated members on numbers.

It was RESOLVED to grant £500 to Bolton Low Houses Childcare Unit.

**FC/126/2017 WCF ALLOTMENT LAND**

It was **RESOLVED** to set up a meeting with WCF to discuss the sale of allotment land at East

End, Wigton.

**FC/127/2017 REPORTS FROM COMMITTEES**

**127/2017/1** Planning Committee – Cllr Bryceson read out the draft minutes from the meeting

on the 21st February 2018. The Clerk was asked to look at training for planning members.

**127/2017/2** Festivals Committee – Cllr Keaveney reported on the meeting from 13th March.

Concerns raised that a report in the newspaper was factually incorrect. Option that as a council

we put together a press release for the papers following any decisions made at a meeting.

No date set yet for Lights Switch On day as we are waiting on a date for Carlisle Christmas

Market.

One leaflet will be produced for the period Spring to Autumn to include all WW1 themed

events happening in the town.

Carnival all going well and Spring Fling.

It has been agreed that the Remembrance Service at St Marys will take place at 10.30am on

Sunday 11th November.

**FC/128/2017 FINANCE MATTERS**

**128/2017/1** To receive and authorise payments for February 2018 – received and authorised

**128/2017/2** To receive the monthly financial statement for February 2018 – received

**FC/129/2017 TOWN MAYORS ANNOUNCEMENTS**

Had attended the Planning and Festivals Meeting

**FC/130/2017 CLERKS REPORT**

* Deadwood etc. has now been removed from Speet Gill Wood
* Apprentice back at work on light duties ie. Not using machinery. Awaiting an MRI Scan
* I have informed ABC and Geraud that after 23rd March we will no longer be putting up/taking down market gazebos on the Friday Market. April is the start of our grass cutting season and we do not have the manpower to do extra duties.
* AP/AD meeting with Barbara Cannon and Catherine Nicholson. Apology recevied. Outcome getting help with Business Plan from ABC (FOC)
* Circus coming week commencing – 6th August for 1 week at Barton Laws
* Barton Laws ready to go to planning. £2,310 to be paid to ABC for application
* Audit – 31/05/2018
* Job Evaluations had been completed W.C. 19th Feb
* ABC now have an enforcement Officer for Dog Poo. Areas in the town that stencils would work?
* Silent Soldier Campaign – Brought to Festivals Committee previous evening. Cost £250.00 ***Clerk to go ahead and purchase one the same as British Legion***.
* GDPR – Comes into force 25th May 2018, as a data controller we are required to register with the ICO (which we have done)

We need to document what information we have – eg staff data, allotment register and burial records.

We need to have a privacy statement, Data retention policy, Subject Access procedure etc. etc.

We will need to appoint a Data Protection Officer (jury is still out whether this can be in house). We have no choice as a public authority we need to comply.

**FC/131/2017 MEMBERS REPORTS**

Nothing to report

**FC/132/2017 STAFF ISSUES CONFIDENTIAL**

**FC/133/2017 DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 11th April 2018

Members discussed the co-option of Mr William Whitham

It was **RESOLVED** that Mr Whitham be invited to join the Council.

Meeting Closed 8.40pm