

**WIGTON TOWN COUNCIL**  
**A VIRTUAL MEETING OF THE FULL COUNCIL WAS HELD ON**  
**TUESDAY 30<sup>TH</sup> JUNE 2020 AT 7.00PM**

For future public record, this Town Council meeting was held using the Zoom video conferencing facility. In March 2020 following a pandemic outbreak of Coronavirus, (Covid 19), on the 23<sup>rd</sup> March, the UK government announced a national lockdown on UK citizens. One restriction was to ban public meetings of more than 2 people and those participants must maintain a social distancing of 2 metres between them. The government in early April brought in legislation which permitted Local Authorities, including Town and Parish Councils, to meet using a video conferencing facility. This system will continue in use until such time as the government allows the return of public gatherings and meetings in community buildings.

**PRESENT**

Cllrs Lynch, Crouch, Jackson, Hamblin, Williams, Hodson, Armstrong, Robbins, Scott, Clark & Ferriby

**FC/1/2020 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies –Cllrs Stapley and Huntington

**FC/2/2020 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING AND COMMITTEE MEETINGS**

Town Council meeting held on 11<sup>th</sup> March 2020 - Approved and signed as a true record

**FC/3/2020 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/4/2020 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/5/2020 PUBLIC PARTICIPATION**

**5/2020/1** - To receive reports from the public – None

**FC/6/2020 STANDING ORDERS – ADDITIONAL**

The Clerk had circulated by email prior to the meeting a copy of the amendment that required adding to cover how video meetings would be conducted. Councillors resolved to accept the amendment and its insertion into the Town Council's standing orders.

**Resolved** – To accept the amendment and add to the Town Council Standing Orders

## **FC/7/2020 BARTON LAWS**

The Clerk had circulated by email prior to the meeting all information in relation to the Barton laws Project to date. This included the 5 tenders received by Day Cummins for the works.

The Tenders were as follows –

Postlethwaites	- £485,636.81
Roland Hill	- £520,557.00
Cubby	- £533,932.72
Thos Armstrong	- £539,016.00
Stobbarts	- £555,189.00

The Chair asked if any members had any questions regarding the tenders and prices.

Assistant Clerk Julia Webster let members know that within the tender price there was a £40k contingency fund (on the lowest tender). Support from main funders has been secured, and smaller pots of funding will be looked at in the next few weeks.

An application to the Public Loan Board for the balance is required for the project to move Forward.

Cllr Armstrong asked if the contingency fund could be taken off and therefore less money would have to be loaned. The Clerk explained that we require approval for the loan and we would need to ask for the maximum amount and hopefully we could reduce it as time goes on and after we speak with the contractor.

It was also explained that the Football Foundation are unable to formally approve their Contribution until the Council demonstrates that the project is fully funded.

The Chair asked if there were any motions to take forward.

Cllr Williams moved we accept the lowest priced Contractor. Cllr Clark seconded the motion.

Cllr Hodson suggested the decision could be deferred until September. The Chair asked for the reasoning behind this. Cllr Hodson explained she was concerned with the current situation regarding Covid and the ability of the council to afford loan payments.

**A Vote was taken – 10 votes for and 1 abstain. Postlethwaites to be awarded the Contract.**

The Chair asked the Clerk which loan would be the best to take out. Either Annuity or EIP. It was explained that this was a decision for the council to make. The Chair asked if there were any comments on this.

Cllr Crouch asked if the Finance Committee should make the decision. The Clerk explained this was for full council to decide

Cllr Armstrong asked if we had time to discuss costs with the contractors before applying to The PLB. The Clerk explained that we would need the approval of a loan from the Secretary of State (as it will take a number of weeks) but we could enter into discussions with the contractor as soon as possible.

Cllr Jackson – Surely we should accept the payment method that costs the least. The Chair asked if there were any motions to put forward.

Cllr Williams moved to agree an Annuity loan of £163,500 over 25 years, Cllr Clark seconded the motion.

**It was RESOLVED to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan of £163,500 over the borrowing term of 25 years for the purpose of demolishing existing changing rooms and standalone public toilets and construction of new facilities at our sports field Barton Laws, Wigton. The annual loan repayments will come to around £8,800 per annum**

**A vote was taken – 10 votes for and 1 abstain.**

#### **FC/8/2020 DATE OF NEXT MEETING**

The next virtual meeting will be held on Wednesday 8<sup>th</sup> July 2020

Meeting Closed 8.05pm

**WIGTON TOWN COUNCIL**  
**A VIRTUAL MEETING OF THE FULL COUNCIL WAS HELD ON**  
**WEDNESDAY 8<sup>TH</sup> JULY 2020 AT 7.00PM**

For future public record, this Town Council meeting was held using the Zoom video conferencing facility. In March 2020 following a pandemic outbreak of Coronavirus, (Covid 19), on the 23<sup>rd</sup> March, the UK government announced a national lockdown on UK citizens. One restriction was to ban public meetings of more than 2 people and those participants must maintain a social distancing of 2 metres between them. The government in early April brought in legislation which permitted Local Authorities, including Town and Parish Councils, to meet using a video conferencing facility. This system will continue in use until such time as the government allows the return of public gatherings and meetings in community buildings.

**PRESENT**

Cllrs Lynch, Crouch, Jackson, Huntington, Williams, Hodson, Armstrong, Robbins, Scott, Clark & Ferriby

**FC/9/2020 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies –Cllrs Stapley and Hamblin

**FC/10/2020 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING AND COMMITTEE MEETINGS**

Town Council meeting held on 30<sup>th</sup> June 2020 - Approved and signed as a true record

**FC/11/2020 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/12/2020 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/13/2020 PUBLIC PARTICIPATION**

**13/2020/1** - To receive reports from the public – None

**13/2020/2** – To receive reports from Borough and County Councillors in attendance – Cllr Pitcher reported that 80% of ABC staff were working at home. They are upgrading their IT system to accommodate this. Moving from a server to the cloud. Customer account running smoothly. Allerdale Focus Hub running weekly. ASB has increased during lockdown. They have been having Exec meetings twice per week.

Assistant Clerk Julia Webster asked when the front office is likely to be open as we are taking many calls/complaints that it is not open yet. Cllr Pitcher has been told that it will open as soon as safety measure have been put in place.

Cllr Armstrong asked if the Local Plan Part 2 is on the Allerdale FC agenda for 22<sup>nd</sup> July. Cllr Lynch said it is.

Cllr Lynch has attended 3 virtual meetings – Devt Panel and Licencing. Also a meeting regarding the reopening of the town centre. Cllr Lynch had also mentioned to ABC the importance of having the Links Office open as soon as possible.

**13/2020/3** – To receive report from the Police- None

### **FC/14/2020 FINANCE MATTERS**

**14/2020/1** - To receive and authorise payments for June 2020 – received and authorised

**14/2020/2** - To receive the monthly financial statement for June 2020 – received and authorised

### **FC/15/2020 BAILEY BRIDGE**

Cllr Hodson reported that due to lockdown the bridges for sale site had been closed. It is now back up and running and has a few bridges for sale but would require office staff help to put it on line. The Clerk offered to sort this out. Cllr Hodson to forward photos taken of the bridge in situ.

The Clerk reported there had been an expression of interest from Kirby Stephen Cricket Club.

### **FC/16/2020 PLANNING APPLICATIONS**

**VAR/2020/0009** – Variation of Condition 6 of application 2/2016/0249 to remove the reference to the mini roundabout at Land at Lowmoor Road

**RESOLVED** to refer to previous comment made by Town Council that we would prefer the option of a mini roundabout. Also a sensibly signed and prominent roundabout.

**VAR/2019/0016** - Variation of Condition 2 - approved plans; submission of details for conditions 11 – Landscape, 12 – boundary treatment, 14 – play equipment, 15 – management of public open spaces, 16 management/maintenance of private roads/parking and 21 – travel plan. Amendment of condition 13 and 18 - split development into 2 phases. Removal of conditions 20 – school link and 25 – emergency vehicular access restrictions at the Former Auction Mart

**RESOLVED** to make the following comments

Condition 11 – To ask who is responsible for the repairs/maintenance of the wall in the long term.

Condition 12 – 172 metres of fencing along boundary. Could it be a sandstone wall or railings in keeping with the conservation area it sits in?

Condition 14 – Who will be responsible for the Play Park?

Condition 21 – Travel Plan – Concern regarding no dropped kerbs at the entrance for disabled access across the road. Also height of the road and the wall is a major concern.

Replacing of the box culvert with a French Drain – Agree with Highways letter.

### **FC/17/2020 PLAYGROUNDS**

From 4<sup>th</sup> July, Children’s play areas are permitted to reopen. Members to consider implications – Attached risk assessment and notice to consider with a view to reopening

**RESOLVED** to open all Town Council playgrounds on Monday 13<sup>th</sup> July 2020 using the risk assessment and guidelines.

### **FC/18/2020 CLERKS REPORT**

Numerous complaints from residents regarding the Allerdale office not being open.

Health & Safety – We have completed a Covid 19 risk assessment for the depot and office.

Meeting with Architects next week regarding Barton Laws.

CCTV – Met with Telemachus and Police yesterday. Survey will be completed and we will need to agree the costs before cameras will be built. Approx. 6 weeks build time.

We are checking all contract sites with football pitches due to information received from FA regarding burning lines on pitches being an H & S issue.

### **FC/19/2020 MEMBERS REPORT**

Cllr Lynch reported that WBJC had carried out an inspection of the Cemetery grounds and Buildings. Cllrs Huntington, Clark, Robbins and Williams also in attendance. They will be holding a virtual meeting at the end of the month. Judged Fancy Dress at Springfields Carnival. A great day had by all.

Cllr Crouch helping plant flowers at Cemetery. Helpers needed to continue the good work.

Cllr Williams reported that the house was nearly ready for the rental market.

### **FC/20/2020 DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 9<sup>th</sup> September 2020

Meeting closed at 8.15pm

**WIGTON TOWN COUNCIL**  
**A VIRTUAL MEETING OF THE FULL COUNCIL WAS HELD ON**  
**TUESDAY 21<sup>ST</sup> JULY 2020 AT 7.00PM**

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**PRESENT**

Cllrs Lynch, Jackson, Huntington, Williams, Hodson, Armstrong, Scott, Clark, Ferriby and Crouch

**FC/21/2020 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Apologies –Cllrs Stapley and Armstrong

**FC/22/2020 APPROVE THE MINUTES OF THE TOWN COUNCIL MEETING AND COMMITTEE MEETINGS**

Town Council meeting held on 30<sup>th</sup> June 2020 - Approved and signed as a true record

**FC/23/2020 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/24/2020 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/25/2020 FINANCE MATTERS**

Cllr Crouch entered the meeting room.

**25/2020/1** - To approve the Accounts for the Year Ended 31 March 2020 – **APPROVED**  
Cllr Ferriby commented that we had approx. £40k in bank at end of year.

**25/2020/2** - Annual Governance and Accountability Return 2019/20 Part 3: To review and approve Section 1 (Annual Governance Statement) & Section 2 (Accounting Statements) of the AGAR for 2019/20 – **CERTIFIED AND APPROVED** Cllr Lynch to come to office on

Wednesday 22<sup>nd</sup> July to sign the AGAR

**25/2020/3** - To note/comment upon the year-end report by Internal Auditor – **AGREED** that the content of the year-end report be noted. No matters arising.

Cllr Williams commented that it was a very complimentary report from the Auditor.

Cllr Lynch commented that we have a very good record of financial record keeping.

**FC/26/2020 DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 9<sup>th</sup> September 2020

Meeting closed at 7.35pm