

**WIGTON TOWN COUNCIL**

**AN ANNUAL GENERAL MEETING WAS HELD ON**

**WEDNESDAY 11<sup>TH</sup> MAY 2022 AT 6.30PM**

**PRESENT** Councillors Lynch, Ferriby, Scott, Robson, Robbins, Crouch, Huntington, Clark, Hamblin, Jackson, Hodson, Stapley, Speksnyder and Armstrong

**FC/1/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

None

**FC/2/2022 ELECT A CHAIR**

Nominations received –

Cllr Robbins nominated Cllr Scott, seconded by Cllr Armstrong

No other nominations were received.

Cllr Scott was duly elected as Chair of Wigton Town Council for 2022/23

**FC/3/2022 ELECT A TOWN MAYOR**

Nominations received -

Cllr Clark nominated Cllr Scott, seconded by Cllr Huntington

No other nominations were received.

Cllr Scott was duly elected as Town Mayor for 2022/23. Cllr Scott read and signed the declaration of acceptance of office.

**FC/4/2022 ELECT A DEPUTY MAYOR**

Nominations received -

Cllr Ferriby nominated Cllr Hodson, seconded by Cllr Lynch

No other nominations were received.

Cllr Hodson was duly elected as Deputy Mayor for 2022/23. Cllr Hodson read and signed the declaration of acceptance of office.

**FC/5/2022 ELECTION OF COMMITTEES**

Policy, Development, H & S and Staffing Committee – Chairpersons of all Committees and Cllrs Stapley and Robson

Finance Committee – Cllrs Lynch, Ferriby, Robbins and Jackson

Parks, Open Spaces and Allotments Committee – Cllrs Robson, Hamblin, Speksnyder and Crouch

Festivals Committee – Cllrs Ferriby, Hodson, Armstrong and Crouch

Health & Safety and Emergency Committee - Cllrs Hodson, Speksnyder, Stapley and Jackson

Wigton Burial Joint Committee – Cllrs Jackson, Clark, Huntington, Robbins and Hamblin

**Town Mayor and Deputy Town Mayor are ex-officio on all Committees**

**FC/5/2022 APPOINTMENTS TO OUTSIDE BODIES**

Allerdale Association of local councils – Cllr Hodson

Wigton Youth Station –

Wigton Carnival Committee – Cllr Scott

Chrysalis – Councillor Ferriby

Business Forum – Cllrs Hodson and Crouch

Barton Laws Users Group – Town Mayor, Cllrs Armstrong and Jackson

Meeting closed at 6.45pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 11<sup>TH</sup> MAY 2022 AT 7.00PM**

**PRESENT** – Cllrs Lynch, Ferriby, Hodson, Speksnyder, Robson, Hamblin, Crouch, Huntington, Armstrong, Jackson, Stapley, Robbins, Clark and Scott

Cllr Pitcher was in attendance (ABC)

**FC/1/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

None

**FC/2/2022 APPROVE THE MINUTES OF THE TOWN COUNCIL AND COMMITTEES**

Town Council meeting held on 13<sup>th</sup> April 2022 – Approved and signed as a true record

**FC/3/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/4/2022 EXCLUSION OF PRESS AND PUBLIC**

Agenda Item 11 – Clerks Report

**FC/5/2022 PUBLIC PARTICIPATION**

**5/2022/1** To receive any representations from members of the public –The Clerk had received an email from a resident who would like to plant a memorial tree in Throstle Park – **AGREED** to refer to the P.O.A committee.

**5/2022/2** To receive reports from Borough and County Councillors in attendance –

Cllr Pitcher reported that following the formation of the Shadow Cumberland Council, CCC and ABC are still in existence until May 2023. The new Shadow Council do not have any powers until then. ABC Exec had a meeting and are hopeful all projects already in the pipeline will be finished by May 2023.

Cllr Lynch had attended ABC development panel on 9/5 Cllr Lynch reported that she is the new Cumberland Councillor for Wigton and the Shadow Council will run until 01/04/2023 and then will become the newly formed Cumberland Council. The shadow council at present are strategic, they will be discussing how it will operate from 2023. No decision yet as to where the offices will be, they have met in Carlisle. First meeting is Tuesday 17<sup>th</sup> May.

**FC/6/2022 FINANCE MATTERS**

To receive and authorise payments and financial statement for April 2022

The statement was received. Payments **AUTHORISED**

**FC/7/2021 GROUNDS MAINTENANCE REPORT**

Report from Grounds Supervisor had been issued via email prior to the meeting.

Grass cutting: We are in full swing now cutting all sites fortnightly

Weed spraying: The government are looking to phase out the chemical glyphosate which is the main active ingredient of Roundup proventus that we use on all of our sites I have been in touch with the rep we deal with for our chemicals and he suggested an alternative called finalsan which is less harmful to bees etc. The only negative with this is that it is not as strong as the proventus and will need to spray twice as often which means twice the man hours. We will do a trial period on our own sites for now as in the Park, Barton laws, St Mary's and the allotments to see what it's like.

Wildflower areas: wildflower areas were prepared for volunteers on Phoenix and Throstle Park and also the area by the allotments.

Nelson Thomlinson: work has begun on thinning the Hedge out along Lowmoor Road, it is taking a while as there is a lot of work involved this has been done when we had get spare time we currently have 50% of the work done.

Pitches: the posts have been took down in preparation for the pre-season work that is done by Tivoli which includes verti draining, weed spraying , fertilizing and over seeding any areas that need extra work done will be done by ourselves.

Defibrillators: there have been two defibs put up one in a Wigton Park and one at Barton laws.

Health and safety: We recently have had a toolbox talk on UV protection I have been in contact with the office and water bottles, hats and glasses have been provided and hopefully sunscreen.

Benches and tubs have been placed on the Goose Market and we have planted a selection of all year round colour in the tubs. This was planned for Wigton Park beds but the order was put in at Christmas so we'll be looking at putting in the all year round colour after the summer bedding has come out in September/October.

Unfortunately there has been quite a lot of graffiti in the last few weeks at Wigton park and vandalism in Barton laws it would be helpful if there was a bit more police presence on both these sites to deter the culprits. CCTV has been looked at but cannot get a clear picture at Barton laws.

The Clerk asked if there any questions regarding the report. Cllr Hodson asked if they were to remove the ivy from the hedge at Lowmoor Road. Cllr Stapley explained that the hedge was mostly ivy and that you would be unable to remove it.

### **FC/8/2022 BORDERLANDS PROJECT**

A small group of councillors met on Monday 9<sup>th</sup> May – Anne Jackson, Elaine Lynch, John Hamblin and David Feriby.

They discussed the proposals and established what they think the priorities of the Town Council should be.

1. We selected two priorities where we believe that the Town Council can take a lead – and they were priorities that we had already identified once they could be funded.

(a) Barton Laws- i.e. Throstle Park – continuing development in addition to what has already been achieved. We already have ideas as to how we would like to see the whole area developed. E.g. race track for children; footbridge to link the two parks; possibility of outdoor agricultural museum; more amenities for elderly e.g. seating.

(b) Wayfinding and small scale improvements. E.g. more signage to existing walks.

Producing a leaflet that highlights walks and leisure opportunities around Wigton.

Ensuring that outstanding promises happen e.g. signage and bollards in front of the Fountain; imposing stopping restrictions outside Greggs and Spar.

2. Very important but a very major project concerning the High Street/King Street – and the Kings Arms in particular - where the Town Council could advise but not take the lead. It would be a huge project that would need expert advice and major financial investment. E.g. Kings Arms – retain/restore the frontage; demolish much of the rest and build a mixture of a small hotel, enterprise outlets to encourage new businesses, and flats.

The other areas we thought were either of lesser importance or lower priority.

3. Water Street car park – Very important for this to be developed, but there are outstanding issues over parking charges, and nothing will change in the last year of ABC. It will be up to the new Cumberland authority to decide on policies across the area, and it is even possible that responsibility for car parks could be delegated to local councils. Therefore low priority as of now.

4. Swimming Pool – Important, but some already in hand. The Baths Committee should be leading on this and making requests to Borderlands.

5. Train station – Low priority because it is a long-term project. We need an integrated transport system, and we need a reliable train service. The station does look good – it is a welcoming place – but it is underused. Car parking and the access road are major issues. What could happen easily is improved signage to the town centre and vice versa.

Members **AGREED** with the priorities of the group. The Clerk to send off to CCC

#### **FC/9/2022 ENVIRONMENT GROUP**

Report sent via email to councillors prior to the meeting

Mike, Elaine, Anne, Chris, Nick, Monique met on 3<sup>rd</sup> May

The following was discussed:

- The main priorities for next steps for Throstle Park are: 1. Continue to get quotes for the pump track (from Velosolutions and Clarke and Kent) and also look for funding. Ballpark costs so far range from £60 – 100 K. Ideally the pump track should be competition grade, as that would encourage more visitors. A smaller track for younger cyclists might be good too. We should encourage local supporters, like Richard Metcalf, to help out. Velosolutions are coming to look at park in w/c 16 May. Need to arrange for Clarke and Kent to view park too. 2. Install picnic benches next to the putting green/Jubilee tree. Ideally we should go for the best quality (good examples are those on Silloth green next to the water park, Wendy James, Silloth TC clerk, would have details). However, if buying good quality benches would take too long we should proceed to buy some cheaper ones knowing that they are unlikely to last as long (benches can be bought in Carlisle for just over £100). 3. Do a design and continue to develop the pond. Monique can do a plan. We can try to get plants from Gosling Sike, Thursby, and Watchtree. It would be good to put big stones around the pond; Lewis Messenger has some at his lockup, also Ian Lowes may have some. We need to get prices and an idea for a dipping platform.
- We need to get a price for a bin for the park, to go half way around or close to the picnic benches.
- A design for the park would be good so that we have a structure for where things should go and where things should be planted, rather than doing this haphazardly.
- We should explore the cost of putting a bridge between the park and Barton Laws. Nick will ask Gary Cannon for details.
- Next meeting 6 pm on Wednesday 8 June

The Clerk explained that the Environment group had spent the initial funding and therefore most of the above could be discussed at a POA committee meeting but there did need to be a working group to explore funding etc. for a pump track. **AGREED** that Cllrs Robson, Armstrong, Speksnyder and Scott would form the new pump track working group.

### **FC/10/2022 TOWN MAYORS ANNOUNCEMENTS**

Cllr Ferriby thanked members for their support over the last year.

23/04 Taste of Wigton. Very proud to be around on the day, fantastic event.

Jubilee events coming up – Thursday 2<sup>nd</sup> June – Service in St Marys at 12 noon. Town Crier at Fountain at 2pm and beacon lighting at 9.30pm. Saturday 4<sup>th</sup> Party in the park needs stewards.

### **FC/11/2022 CLERKS REPORT – PRIVATE & CONFIDENTIAL ITEM REMOVED**

The report below was noted by members

- Big Plant – Saturday 7<sup>th</sup> May at Throstle Park went very well.
- Donation received from Sarah Donnelly of £526. Would like a bench at Throstle Park
- Circus due in to town from 31/7 to 7/8
- Work started on beacon ready for the lighting of the beacon on Thursday 2<sup>nd</sup> June
- CALC have asked if councillors want to receive emails direct. Let me know
- Today – Futamura have their volunteer day today at Phoenix Park. Repairing the railings at Croft Court end and fixing the gate. Putting the sign up at the bee and butterfly garden and general gardening work. Fantastic work!

### **FC/12/2022 MEMBERS REPORT**

To receive reports from Councillors who have attended meetings or represented the Town Council. It's also an opportunity to bring matters of interest to the council for information or future discussion.

AJ – Taste of Wigton

MA - Taste of Wigton and Env group. Opening of putting green on 4<sup>th</sup> June

SH – Taste of Wigton and Laal Collective Open evening

JC – Taste of Wigton

HR – WBJC – Problems with dogs and people using the cemetery as a park. Cllr Robbins asked the Clerk when the WBJC's letter would be dealt with. The Clerk confirmed the Finance committee would look at this at their meeting on 7<sup>th</sup> June.

DF – Taste of Wigton. Junior school delighted with the new seating and planters on the Goosemarket.

CSt –Pitches are looking fantastic at Barton Laws. Staff are doing an excellent job of the hedge at Lowmoor Road. The Clerk to speak with CCC again regarding a Crossing on West Road

MC – Form completed for bench at Cuddy Lonning by the Clerk and sent to ABC. Fountain needs cleaned before the Jubilee. The Clerk would mention to Stephen. Councillors agreed that they would do this.

MS – Taste of Wigton and Env group

NR – Taste of Wigton and Env group

EL – Env group, Taste of Wigton, Borderlands group. Barton Laws pitches look fantastic. Request to police regarding ASB. The Clerk had been in touch with the PCSO and was waiting for dates/times.

CSc – Taste of Wigton, wildflower planting. There had been ASB at Kirkland Park – a resident felt intimidated by a group of youths. The Clerk reiterated that people must contact the police. If people do not report it then how do the police know about it?

### **FC/13/2022 DATE OF NEXT MEETING**

Wednesday 8<sup>th</sup> June 2022

Meeting closed at 8.35pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 8<sup>TH</sup> JUNE 2022 AT 7.00PM**

**PRESENT** – Cllrs Lynch, Ferriby, Hodson, Speksnyder, Robson, Hamblin, Crouch, Huntington, Armstrong, Jackson, Stapley, Robbins, Clark and Scott

**FC/14/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Pitcher - ABC

**FC/15/2022 APPROVE THE MINUTES OF THE TOWN COUNCIL AND COMMITTEES**

Town Council AGM meeting held on 11<sup>th</sup> May 2022 – Approved and signed as a true record  
Town Council meeting held on 11<sup>th</sup> May 2022 – Approved and signed as a true record  
Festivals meeting held on 17<sup>th</sup> May 2022 – Approved and signed as a true record  
Parks, Open Spaces and Allotments meeting held on 23<sup>rd</sup> May 2022 – Approved and signed as a true record

**FC/16/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Armstrong – Item 11

**FC/17/2022 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/18/2022 PUBLIC PARTICIPATION**

**18/2022/1** To receive any representations from members of the public – None

**18/2022/2** To receive reports from Borough and County Councillors in attendance –

Cllr Lynch had attended ABC development panel on 7/6. First meeting of the new Cumberland Council on 17<sup>th</sup> May where they set out the constitution etc. Also appointments of the shadow executive. Cllr Lynch is on the exec for Education, skills and training.

Cllr Crouch – AGM on the 18/5 and training for licencing.

**FC/19/2022 CO-OPTION OF VACANT SEAT**

The Chair welcomed Shane McCarthy to speak. Mr McCarthy told members that he has lived in Wigton for 4 years and has a wife and young family. He feels his background in business would also be helpful on the town council.

Members voted and unanimously co-opted Mr McCarthy to the council. He then read and signed the declaration of acceptance of office, he took a seat at the table.

**FC/20/2022 ASSET REGISTER 2021/22**

To approve the asset register as of 31<sup>st</sup> March 2022. **AGREED** total value of assets = £1,105,014

**FC/21/2022 RISK ASSESSMENT – GENERAL AND FINANCIAL**

To receive and approve an updated general and financial risk assessment – Emailed to members prior to the meeting - **APPROVED** by members

**FC/22/2022 INTERNAL AUDIT 2021/22**



**22/2022/1** To receive the Council's Internal Auditors Report – **RECEIVED**

**22/2022/2** To note that the Finance Committee have reviewed the effectiveness of Internal Audit control and concluded it has operate effectively for 2021/22 and have re-appointed Mrs Jean Airey as Internal Auditor for 2022/23 - **NOTED**

### **FC/23/2022 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2021-22: ACCOUNTING STATEMENTS**

**23/2022/1** To approve the accounts for year ended 31<sup>st</sup> March 2022 - **APPROVED**

**23/2022/1** To review and approve Section 1 (Annual Governance Statement) and Section 2 (Accounting Statements) of the AGAR for 2021/22 and authorise the chairman and Clerk to sign - **APPROVED**

### **FC/24/2022 FINANCE MATTERS**

**24/2022/1** To receive and authorise payments and financial statement for May 2022  
The statement was received. Payments **AUTHORISED**

**24/2022/2** To receive a recommendation from the Finance committee to use sponsorship money to purchase a new mower for the putting area – **AGREED** to spend up to £500 on a new mower.

### **FC/25/2022 REMOVE A PARTY – CUMBERLAND BUILDING SOCIETY**

To confirm that Patricia Williams is no longer a Wigton Town Councillor and therefore needs to be removed from the bank accounts signatory list. Members confirmed P Williams is no longer a member of Wigton TC and needs to be removed from the signatory list.

### **FC/26/2022 STREET NAMING – LOWMOOR ROAD**

To discuss the suggested names for the new development on Lowmoor Road – It was **AGREED** by members to put the following names to the developers for consideration from Cllr Hodson who felt they were more relatable to the site.

Lowmoor Walk

Weavers Walk

Roman Way/Walk

Hodges Close/Way

Maglona Way/Walk/Close

### **FC/27/2021 GROUNDS MAINTENANCE REPORT**

No report received this month.

### **FC/28/2022 PUMP TRACK WORKING GROUP**

Members would like Council to change the name of the working group to Throstle Park Working group as the site is still in its infancy and there are still projects outstanding – Members **AGREED** to rename the working group.

Cllr Robson asked if some of the money donated by Sarah Donnelly be used to purchase some picnic benches for Throstle Park. All **AGREED**

### **FC/29/2022 TOWN MAYORS ANNOUNCEMENTS**

Mayor Making at Workington

Cleaning the fountain along with Cllrs Hodson, Clark and Jackson

Party in the Park – A great success

Lighting of the beacon

Art Exhibition

### **FC/30/2022 CLERKS REPORT –**

The report below was noted by members

Wigton Chamber of trade wish to close the account they had with the Cumberland Building Society as they are no longer in existence. They have asked for the town council hold this money? Approx. £197.00 (New business group do not have a bank account as yet so couldn't take the money) All **AGREED** to hold the money

The Clerk reported that she would be leaving her post with the council later in the year (September/October) wants to give council time to replace her.

### **FC/31/2022 MEMBERS REPORT**

To receive reports from Councillors who have attended meetings or represented the Town Council. It's also an opportunity to bring matters of interest to the council for information or future discussion.

AJ – Cleaning Fountain, Church Service, Beacon Lighting and Park

MA – Town meeting, beacon, working group, asked if we could explore costs of path along riverside of Barton laws? To discuss with CCC regarding public right of way.

SH – Town meeting, walk round business in town, Art Exhibition, Fountain cleaning, Food pantry, Church service, town crier, beacon lighting, Jubilee day and RBL

MH – WBJC and Church service

MB Fountain Cleaning and Beacon lighting

DF – Town meeting, Church Service, Beacon lighting, Jubilee day and code of conduct training

EL – Church service, beacon lighting and Jubilee day

NR – EA and Cumbria Rivers Trust meeting – They have £25k to spend in and around Wigton. Farmers with land along rivers, show them what has been done at Barton laws already and the benefit.

MS – Art exhibition and Code of conduct training.

CSt – Beacon lighting and Jubilee day

HR – Town meeting, Church service, Town crier, beacon lighting and Jubilee day. WBJC have met – problems with steep increase in grave digging costs. Looking at alternatives but it's complicated. Also problems with balloons on graves – this is not acceptable by the committee and they have put this in their rules and regulations for the cemetery.

JC – Town meeting and Church Service. Has asked if we can look to turning lights off at Barton laws changing rooms. Can they be put on a sensor?

### **FC/32/2022 DATE OF NEXT MEETING**

Wednesday 13<sup>th</sup> July 2022 - Meeting closed at 8.15pm

## WIGTON TOWN COUNCIL

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

WEDNESDAY 13<sup>TH</sup> JULY 2022 AT 7.00PM

**PRESENT** – Cllrs Lynch, Ferriby, Hodson, Speksnyder, McCarthy, Hamblin, Crouch, Huntington, Jackson, Stapley, Robbins, Clark and Scott

#### **FC/33/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr. Armstrong  
Cllr Pitcher - ABC

#### **FC/34/2022 APPROVE THE MINUTES OF THE TOWN COUNCIL AND COMMITTEES**

Finance meeting held 7<sup>th</sup> June 2022 – **Approved** and signed as a true record.  
Full Council meeting held on 8<sup>th</sup> June 2022 – An amendment was requested by Cllr. Clark. This was duly amended and Chair and **Approved** and signed as a true record.  
Policy, development and staffing committee held 20<sup>th</sup> June – **Approved** and signed as a true record.

#### **FC/35/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

#### **FC/36/2022 EXCLUSION OF PRESS AND PUBLIC**

None

#### **FC/37/2022 PUBLIC PARTICIPATION**

**FC/37/2022/1** 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.

*This section was filmed by the resident who addressed the Council.*

A resident of Wigton asked the Council to explain why the gates to Barton Laws car park have been closed. He said that the gates had never been closed previously, and there is no public access for wheelchair users as there is a high curb on both sides. He went on to ask why we are denying the people of Wigton access to Barton Laws.

The Chair responded by saying that the gate was closed to protect the football pitches. Wheelchair access has been retained at both sides. We have a lot of issues with dog faeces on the pitches.

Cllr. Stapley concurred with Cllr Scott that there is a real problem with dog faeces – especially with people parking in the car park, letting their dogs out to run on the pitch and then driving away without clearing it up.

The Chair suggested that this could be put onto the agenda for the meeting in September.

Cllr.Crouch asked when the decision was made to keep the gates locked.

Cllr. Clark says that she has been bombarded with questions about it.

Cllr Hamblin asked why this issue wasn't raised at a previous meeting.

Cllr. Ferriby suggested we call an extraordinary meeting to discuss the matter in the next few weeks before summer.

Cllr.Crouch wanted to know if we could just open it up during summer until a decision is made.

Cllr. Stapley mentioned the incidences of anti-social behaviour such as cars driving on the football pitch causing damage. This item was mentioned in previous meetings but no decision was taken.

Cllr Hodson asks if curbs are too high, we could approach highways – need to check if dropped curbs close to entrance first. There have been incidents of damage to the car park already – at Jubilee event and Carnival weekend (moped). Mentioned that her recollection is that car park was shut to allow it to 'bed in' following advice of contractor.

Definitely less problems with dog poo since gates have been closed. It's Council's responsibility to keep it in a good condition for users of Barton Laws.

Cllr Lynch reminded Council that we must follow the rules and call another meeting to discuss this issue. **AGREED**

Cllrs Lynch and Feriby suggested a visit by the council to look at access.

*Member of public left meeting.*

Meeting of Full Council arranged for Tuesday 19<sup>th</sup> July 6pm at Barton Laws. **AGREED**

**FC/37/2022/2** To receive reports from Borough and County Councillors in attendance –

Cllr Lynch reported she had attended various planning meetings concerning new authority and things were moving very quickly. Council tax harmonisation and new logos for authority have been discussed.

In Cllr Lynch's specialist area of Education and Skills, the education bill and a SEND green paper have been discussed. Reported that she spoke at the Secondary Heads' Conference, seeing this change as an opportunity for transformation and reset. Most concerned about SEND. More requirement for mental health support, social services and recruiting teaching assistants. The Council Plan is being worked on, and once ready will go out for consultation. Overall impression is that there is still a lot to do. We will possibly have a financial deficit, so efficiencies will need to be made. C-level appointments will have been made by October and will keep Council informed. Certain areas such as possible split of Police and Fire not yet fully decided.

Cllr Crouch reported that he was at licensing committee. It has been agreed that cabs can increase fares due to cost of petrol increasing. Cleaning charge can also rise from £50 to £100.

#### **FC/38/2022 FINANCE MATTERS**

**38/2022/1** To receive and authorise payments and financial statement for June 2022

The statement was received. Payments **AUTHORISED**

Clerk apologised for absence of bank reconciliation – and that there's an issue with Scribe – will send bank reconciliation once completed. **AGREED**

#### **FC/39/2022 CARNIVAL**

Chair said that Carnival had been very successful.

Report by Assistant Clerk of incident on 25 June 2022 - Security of Barton Laws Community building - I attended the Carnival parade with my family, then went to Barton Laws so that our children could enjoy the fair. As I arrived I noticed that the shutter key had been left in the control box at the entrance to the building. Both key safes had been left wide open, showing the key code, and the door key/alarm fob was missing. I entered Barton Laws to find it empty. Carnival radios and fruit boxes had been placed there, as agreed, but no one was at the building. Doors to the changing rooms and plant room were also wide open. I

spotted Stephen Farish and he had his keys on him. Stephen accompanied me to check the building. After checking no one was in the building I locked the main door and waited at the entrance.

After 15 minutes, carnival committee members arrived and I asked if they had keys to secure the building. They didn't, but radioed Mr Graham to see where the key had been taken. I politely asked them to keep the door locked when no one was around – I mentioned we'd had graffiti at the park and needed to keep the facility safe for the community. Upon receiving assurances and apologies that the building would not be left unlocked again, I returned the keys to my colleague Stephen Farish. I have no knowledge as to whether the alarm was set correctly that evening.

Cllr Lynch suggested that a user agreement is created to protect both parties. Cllr. Stapley mentioned that some buildings have rules that users must provide their own security or pay for security firm when using the premises.

### **FC/40/2022 GROUNDS MAINTENANCE REPORT**

Grass cutting: We are in the height of the season cutting every fortnight and managing to keep on top of things.

Weed spraying: All sites are being sprayed with Round-up Pro Vantage, apart from the allotments on Longthwaite Road where we are trying a new chemical which is more environmentally friendly.

Pre-season work on football pitches: Work has been carried out on the park pitches by ourselves this year in an effort to save money but we still require Tivoli to vertidrain the pitches at Barton Laws to assist drainage.

Summer bedding: All the flower beds and tubs in town and down at Wigton Park have now been planted up. We just need a bit of warm weather now to bring them on.

Carnival/fair: Damage was a minimal down at Barton Laws this year but I've come up with an idea for next year to keep the big rides off the pitches. If the metal football barrier is taken down and altered so we can take it down out of season, the rides can go another 15 metres back off the pitches, relieving compaction created by the large vehicles. This will hopefully mean less damage to the pitch. Barrier will be put back before season starts.

Staff sickness and holidays: It has been very difficult throughout June and July with staff shortages so I have had to prioritise jobs but when summer holidays (August) and honeymoon (July) come around I'm hoping that our staff numbers will be back up to full strength but if it isn't we need a solution.

### **FC/41/2022 TOWN MAYORS ANNOUNCEMENTS**

Attended: Wigton Choral Society performance of The Armed Man - would like to send official thank you. Armed Forces Day with Cllr Alan Pitcher. Wigton Carnival.

Cockermouth Mayor's Civic Service

Wigton ParkPlay – excellent initiative here in Wigton – two hours of free outdoor fun every Saturday morning. Had over 30 attendees at first event.

Charity football match at Barton Laws – we need to plan an opening evening so that community can visit the building and invite funders etc. Would like to ask Julia Webster to open as she had so much to do with the planning of the building. **AGREED**

I received Town Clerk's resignation letter; last working day 30 September.

Mr Paul Radcliffe contacted the Mayor as he was distressed that Police had not attended the Carnival – there had been some anti-social motorbike riding, nearly crashing into the crowd. Council has written to the Police Commissioner about the lack of Police presence asking them to attend a council meeting but they have refused. Response was that he's refused and passed it down to a local inspector.

In response, Cllr Lynch commented that as Chair, Council had previously contacted Police and PCSO to attend and still nothing has happened. Police will not come to engage with the local community. Suggest a TEAMS meeting if they cannot make it, with smaller group of Councillors? Cllr Hamblin commented that Lord Roger Liddle has even approached Chief Constable level with no luck. Relationship between Police and locals now at rock bottom as Police not visible. Community should be able to engage with Police.

### **FC/42/2022 CLERK'S REPORT**

The report below was noted by members:

Vacancy for Clerk has gone live on Indeed, NALC, Cumbria Association of Local Councils. We've had a clerk ring up for more information but as yet no formal applications.

Accounts have been sent to external auditor.

Public Toilets have seen increasing blockages this past month. We had a complaint from a local shop holder about the state of the pathway adjacent to the toilets as it regularly floods from nearby drains. Environmental Health are looking at the matter.

Pitches at both Barton Laws and Wigton Park are being rested until the season starts again – so no football. £500 worth of verti drainage is required due to compacting from Carnival fairground rides.

Street names suggested by councillors was passed back to the developer on Lowmoor Road.

Dog fouling - Pavement stencilling team have said they will come to Wigton when they have time.

Suggestion that we send official thank you letters to those businesses and people who supported the Jubilee event last month. **AGREED.**

Incident of vandalism in one of the allotments. Parks Open Spaces and Allotments committee (POA) has been informed and Cllr Hamblin visited today.

Four six-seater picnic benches have been purchased with money donated by Sarah Donnelly. I am working with Cllr Armstrong, Scott and Robson to get these in place ASAP. Bench for Cuddy Lonning should be in place soon. Bin and bench due to be added to East End Park soon.

Assistant Clerk

GDF representatives have asked to attend the October meeting.

Tender to dress and install small Christmas trees in High Street and King Street is being prepared.

Park signage wording and design ideas will be sent to POA committee before their meeting.

Burnfoot allotments – work to put a water trough in has finally begun.

Council received a thank you letter from the Carnival committee.

Two new fully operational defibrillators have been put in place in cabinets located at Barton Laws and Wigton Park.

More cases of graffiti at Wigton Park – in play area and the shelter. Anti-social behaviour at East End park with footballs damaging local cars also. All incidents are being reported to the police.

### **FC/43/2022 MEMBERS REPORT**

To receive reports from Councillors who have attended meetings or represented the Town Council. It's also an opportunity to bring matters of interest to the council for information or future discussion.

SH – Scouts and Sea Scouts on putting green - successful and enjoyable. Met with residents at Kirkland about anti-social behaviour from some users at park. Note of meeting to be sent to POA committee at Cllr JH request. Carlisle Civic Service. Handed out prizes at St Cuthbert's Sports Day. Chrysalis AGM (14th).

SMC – Received text asking about terrible parking by visitor to town – illegal parking on double yellow lines at Spar, Monument, Greggs, Sizzers. In reply: Cllr Hodson says these are issues we've raised constantly with Police. Cllr Crouch saw Royal Mail van parked at Monument – can we remind them it is not a parking place.

DF- Carnival. Chrysalis AGM (14th), Mayor's Civic Service (17th) Bowling Club meeting (22nd). Asks traffic issues be revisited in Autumn.

NR – GDF Group attached to Community Partnership run by Nuclear Waste Services. Can we approach again regarding funding local projects?

HR – Update on Cemetery: wildflower beds looking amazing – thanks to Cllr Hamblin for all of hard work. Reminder that balloons are not permitted at cemetery – if any, will be removed and can be retrieved from shed if owners wish to claim them back.

### **FC/44/2022 DATE OF NEXT MEETING**

Wednesday 14th September 2022 - Meeting closed at 8.16pm

**WIGTON TOWN COUNCIL**

**AN EXTRAORDINARY MEETING OF THE FULL COUNCIL WAS HELD ON**

**TUESDAY 19<sup>TH</sup> JULY 2022 AT 6.00PM**

**AT BARTON LAWS COMMUNITY BUILDING**

**PRESENT** – Cllrs Lynch, Ferriby, Hodson, McCarthy, Hamblin, Crouch, Huntington, Jackson, Stapley, Robbins, Clark, Scott, Armstrong

**FC/45/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Robson – childcare issues

Cllr Speksnyder – University course

**FC/46/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/47/2022 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/48/2022 PUBLIC PARTICIPATION**

**FC/48/2022/1** 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.

*This section was filmed by a resident.*

**Resident 1** asked since when has this been a private car park? Why does it have a lock on the gate? Nobody knew about this – not even some Councillors knew about this. How can you leave this car park standing empty? It's a waste of money if it's empty.

Chair explained that since having work done, gate has been locked so that the land would settle. It has never been discussed since, hence this meeting is taking place. Potential issues we have to consider are vandalism, burnt out cars being dumped in car park – would be at cost of the council to remove such cars, anti-social driving (donuts). Town Council would have to spend money to repair/remove.

**Resident 2:** Can't you put CCTV in?

Chair: We have it. Will ensure signs are created informing users that CCTV operational.

Cllr Clark commented that there is a legal requirement to place signage to show where CCTV is being used.

**Resident 3:** You've never done any maintenance on it before. The gates at Wigton Park aren't locked. Why here?

Cllr Hodson – we're only volunteers – we don't get paid.

Cllr Armstrong – We're all council tax payers – it's in our interests too.



Cllr Stapley – Let's be clear the gates at Wigton Park are shut on a night, unless there's an event on.

**Resident 4** – Surely there should have been some more public discussion about it – rather than just doing it.

**Resident 3** – You've locked something that hasn't been locked for 40 years. It's public ground – accessible public ground either by foot or by car.

Cllr Clark: The problem has been that there's been no discussion whatsoever – no one will own up to locking the gate or putting the lock on.

**Resident 1** asked whether it has to do with dogs and said responsible dog owners should pick their dog poop up. Don't class all dog owners with those that don't pick up their poop.

**Resident 2** went on to ask who made the decision and when – as lifelong resident she has the right to know.

**Resident 3** Everyone uses this car park – young old disabled etc.

**Resident 1:** People from all over Wigton who can't walk that far have to come by car to walk here by the river – you've blocked that by closing the gate.

#### **FC/49/2022**

#### **BARTON LAWS**

Cllr Crouch – Who actually made the decision to put a lock on the gate? Does Annemarie know?

Assistant Clerk was interrogated and she stated Stephen Farish was asked by the Clerk to lock metal and wooden gates to secure Barton Laws.

Cllr Jackson: If left open and damaged, we will need to notify residents of Wigton that we had to spend X amount to repair damage.

- Cllr. Chris Stapley left meeting –

Cllr Hamblin: This land was given to the people of Wigton in 1921. We spent a lot of money putting this building up for now and the future residents. We've put a wooden fence up to stop people driving onto the pitch. Dog mess is a problem wherever you go.

Cllr Robbins: Can't look all the time about what might happen. Just deal with the issues if they happen.

Cllr Jackson: We must communicate any decision that are made. It hasn't been done.

Cllr: Ferriby: Other parks are open with restrictions and we have problems. Most people in Wigton are very good at picking up litter etc. I'd argue that gate is open for certain hours and more signs to ask people to keep everything off the pitches.

Cllr McCarthy: Question is, is the gate for security? - it may be easier to have it open 24/7 or was gate put there as part of security for the building.

Cllr Lynch: I've just been speaking with footballers and they've seen reduction since fence has been put up. I'm conscious of people needing access. With gates shut, issues are who do we get to open/close?

Cllr Hodson: Need to find a compromise - open as much as possible. Winter is problem as that's when people get bored, damage is done. People pull up, let dogs out to poo, then they drive away. When we have events on maybe we close gate night before. Events that may need to be shut at night. In the meantime, open it.

Cllr Armstrong: Echo what has been said. Monitor. Get feedback from footballers. Poop still there - it still does happen.

Cllr Huntingdon: Open 24/7. Gates there in case we need them. We shouldn't stop people walking by river.

Cllr Jackson: Open the gates – especially now we're in summer.

Cllr Crouch: Open 24/7 It's dangerous expecting people to park on the roadside.

Cllr Clark: Open it.

Cllr Robbins: It's an open space and should be open to the public

Cllr Scott: If any form of anti-social behaviour happens, it's usually an evening. I would like to shut it on an evening and open on a morning – but we can't do that overnight, so as a council we'll have to look at that option.

**Cllr Ferriby put the following motion forward:**

Council agrees that the gates to Barton Laws should be open 24/7 with two provisos:

- 1 That gates may need to be shut for special events and this would be made public.
- 2 That any decision made tonight is open to review.

Motion seconded by Cllr Hamblin

Vote taken – Unanimous agreement.

Date of Next meeting

Wednesday 14th September 2022 - Meeting closed at 6.29pm

**WIGTON TOWN COUNCIL**

**AN EXTRAORDINARY MEETING OF THE FULL COUNCIL WAS HELD ON**

**WEDNESDAY 17<sup>TH</sup> AUGUST 2022 AT 7.30PM**

**PRESENT** – Cllrs Lynch, Ferriby, Hodson, Speksnyder, Hamblin, Crouch, Huntington, Jackson, Robson, Stapley, Clark, Scott, Armstrong

**FC/50/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllrs McCarthy and Robbins – No reasons for absence given

**FC/51/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/52/2022 EXCLUSION OF PRESS AND PUBLIC**

Item 4

**FC/53/2022 JOB VACANCY – TOWN CLERK**

To discuss the recommendation from the Policy, Development and Staffing Committee and appoint a new Town Clerk. If no appointment to discuss, then members to consider a contingency plan going forward.

The panel had interviewed two people on Tuesday 9<sup>th</sup> August.

Subject to references the Policy, Development and Staffing Committee's recommendation is to employ Emma Ireton.

Vote taken on recommendation - Unanimous

**FC/54/2022 DATE OF NEXT MEETING**

Wednesday 7th September 2022

Meeting closed – 7.50pm

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 7<sup>th</sup> SEPTEMBER 2022 AT 7.00PM**

**PRESENT** – Cllrs Scott, Hodson, Lynch, Armstrong, Jackson, Hamblin, Stapley, McCarthy, Clark, Huntington, Crouch, Speksynder, Robson

**FC/55/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Ferriby  
Lord Liddle

**FC/56/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

6.1 Payments.

Items 13 and 14 from the agenda were changed around.

The following minutes were agreed as accurate:

FC – 13/07/2022

FC – 19/07/2022

POA – 25/07/2022

Finance – 26/07/2022

Barton Laws – 26/07/2022

PDSC – 02/08/2022

FOM – 17/08/2022

Festivals – 22/08/2022

Cllr Lynch – in regards to the festival finances, how much are things costing? Will this go to finance? The response was yes. Be careful not to go over budget.

**FC/57/2022 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/58/2022 PUBLIC PARTICIPATION**

**FC/59/2022/1** 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.

Cllr Hamblin – The allotment inspection took place JH, SH, NR and AD all acknowledged the effort put in and with the produce and effort commendable. A lot has been achieved this season and the following awards given:

Carole Wilson – Best Kept Allotment

Ellie and Brian – Most improved

Mr and Mrs Graham – Most Improved

Brian Jackson – Chairman's Choice Award

**5.2 Borough and County Council Reports**

Alan Pitcher – thanked the council for their support with the uniform bank, it had been a great success. Also thank you to Chris and Sandra for all their help with volunteering. This

Saturday was is the last full public session but people still have the ability to contact Alan on Facebook. Cllr Hodson suggested that nearer Christmas there could be a special Christmas jumper bank launched.

Cllr Crouch - attended the Allerdale Full Council meeting.

Cllr Pitcher – From Allerdale’s point of view, the transition to the new authority has begun, with the shutting down of unrequired services. Software is being updated to make it as up to date as possible with it being pushed that the new Cumberland Council uses the software used in Allerdale as they are the most advanced out of the three councils. Allerdale officers are applying for lots of jobs but there are also a lot of staff leaving. The Allerdale Focus Hub have won a national award for their Community Alcohol Partnership, this has supported youngsters suffering from alcohol issues and has also been driven by the young people involved.

Cllr Lynch – provided reports from the Borough and County Councils. An Allerdale meeting took place on the 27<sup>th</sup> July, the Allerdale Civic Service on the 14<sup>th</sup> August and the development panel for climate change on the 6<sup>th</sup> September. On the 20<sup>th</sup> July there was a Cumberland Executive Committee meeting to ratify the logo and appoint the new Chief Executive on the 29<sup>th</sup> July. The Full Council meeting supported care leavers as a protected characteristic. When the Council is split, there needs to be a decision on which services will go where. Adult learning services, the hosting service will not be split. It was identified that in relation to SEND there are 9 areas underperforming. Moving forward there will be an executive briefing on a weekly basis as well as a group briefing. Cumberland Council has to have a HQ. Cllr Hamblin mentioned that the Police and Fire Service will be part of the Cumberland Council.

Cllr Pitcher would also like to arrange funding for a ‘warm room’ during the colder months where local people can go for a few hours a day to a place where it will be warm. Cllr Hodson mentioned that perhaps the Library could be a place to go. The Town Council would be in support of this. Cllr Crouch described how the food bank will already be open on certain days so this could be utilised. Cllr Lynch added that it could be coordinated across the town so all days of the week are filled. Cllr Hamblin agreed that some good points had been made and the Town Council should be doing all they can to help. Cllr Lynch advised that Cllrs Stapley and Crouch could coordinate this.

**FC/60/2022 Finance Matters**

None

**FC/61/2022 Bowling Club Report**

See attached.

**FC/62/2022 Training for Councillors**

Training sessions have been released by CALC, Cllrs Scott and Hodson are to sign up to the chair training.

**FC/63/2022 Cumberland Council**

A new committee will be set up to discuss and plan for the transition.

**FC/64/2022 Fundraising Opportunities**

Cllr Scott asked councillors for fundraising ideas, a few were mentioned including sponsored walks. This will continue as a Full Council agenda item.

**FC/65/2022 Rising Energy Prices**

Cllr Stapley raised energy prices as an agenda item and discussed whether red diesel could be purchased for parks and gardens machines. Cllr Pitcher would also like to arrange funding for a 'warm room' during the colder months where local people can go for a few hours a day to a place where it will be warm. Cllr Hodson mentioned that perhaps the Library could be a place to go. The Town Council would be in support of this. Cllr Crouch described how the food bank will already be open on certain days so this could be utilised. Cllr Lynch added that it could be coordinated across the town so all days of the week are filled. Cllr Hamblin agreed that some good points had been made and the Town Council should be doing all they can to help. Cllr Lynch advised that Cllrs Stapley and Crouch could coordinate this.

**FC/66/2022 Grounds Maintenance Report**

None

**FC/67/2022 Clerk's Report**

The Town Clerk wished the council well in the future.

**FC/68/2022 Town Mayor's Announcements**

Report Attached

**FC/69/2022 Member Reports**

Cllr Huntington attended the Civic Service and the WJBC

Cllr Clark attended the Civic Service and would also like a letter to be sent to Mike Johnston to say thank you for donating a bench.

Cllr Robbins attended the Civic Service and the WJBC

Cllr Crouch attended the Civic Service.

Date of Next meeting

Wednesday 12<sup>th</sup> October 2022 - Meeting closed at 8:45pm.

## **WIGTON TOWN COUNCIL**

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

**WEDNESDAY 12<sup>th</sup> OCTOBER 2022 AT 7.00PM**

**PRESENT** – Cllrs Scott, Hodson, Lynch, Armstrong, Jackson, Hamblin, McCarthy, Clark, Huntington, Crouch, Robson, Lynch, Robbins, Feriby

Clerk: Emma Ireton

#### **FC/70/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Speksnyder

Cllr Stapley

#### **FC/71/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

6.1 Payments.

The following minutes were agreed as accurate:

Barton Laws Steering Group – 07/09/2022 AGREED

FC – 07/09/2022 AGREED

Festival – 21/09/2022 AGREED

PDSA – 22/09/2022 AGREED

PDSA – 28/09/2022 AGREED

POA – 26/09/2022 AGREED

EOM 28/09/2022 AGREED

Cllr Robson requested that future minutes detailed the clerk taking minutes.

#### **FC/72/2022 EXCLUSION OF PRESS AND PUBLIC**

None

#### **FC/73/2022 PUBLIC PARTICIPATION**

Mary Bradley provided the council with a current update of the Nuclear Waste Project. She described that 75% of the UK's nuclear waste is currently stored at Sellafield so there needs to be a plan moving forward. Suitable ground, ideally under the sea is being tested from Millom up to Maryport as it needs to be buried up to 1000ft underground. The community will have the final say whether the waste will be stored in Cumbria. The only other suitable place is Mablethorpe on the East coast but the issue with this is transporting it across the country. The next meeting will be in Workington in January.

**FC/74/2022** To receive any representations from members of the public – Members of the public are invited to speak for a maximum of 5 minutes each. The maximum total time for public participation will be 10 minutes. At the close of this item, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chairman.

#### **5.1 Public Participation**

None

#### **5.2 Borough and County Council Reports**

Alan Pitcher – reported there is a sum of money left in a hardship fund from Covid. The plan is to use this money for people in the local community who are in need, initially people struggling to pay for their rent. Criteria for applying is currently unknown but more details are to follow. The fund will need to be spent before the end of this financial year.

On the subject of the new Cumberland Council, it was reiterated that the authority would be split into three areas with an office being in Carlisle, one in Copeland and Workington, Wigton would fall under the Workington office. This is an environmental decision as visitors can visit their closest office. There will also be further Border changes under the new unitary authority with Workington now possibly stretching up to Cardewlees. There is a meeting planned for the 28<sup>th</sup> October to discuss Allerdale and parliamentary boundaries, it has been suggested that Wigton falls under Workington instead of Penrith and the Borders.

Barton Laws will be used Monday, Wednesday and Friday during half term for another School Uniform Bank. Clothing items required at the present are children's and teen winter coats. There was also a request for clothing rails and hangers to hang uniform and coats on.

Cllr Lynch – had just returned from leave but attended an Allerdale standards meeting on Monday 10<sup>th</sup> October to assess progress. In relation to the Cumberland Council there have been catch up meetings with Dan Barclay the Assistant Director of Education to check on progress made and how the split will happen. It was noted that a head of children's services on each side will be required as well as a director of education, these actions are currently the most important. Currently policies are not being looked at as the most important action is to ensure that a proper council is in place to take over the four current council and it needs to be safe and legal. Legally, a process needs to be followed that creates a local authority, therefore a chief executive is required as well as legal officers. From this, the rest of the staffing will be looked at. By February there needs to be a budget and a capital programme that will detail what money will be spent on. All minutes of meetings are present on the Cumberland Council's website.

Cllr Crouch – Attended the Allerdale Council on the 21<sup>st</sup> September, the only item that related Wigton was that the Wigton Baths could be in financial trouble, possibly threatening closure. Cllr Crouch had not heard this himself, but it was noted that there was a pot of money to support if required. Alan Pitcher also had not heard of any financial troubles concerning the Wigton Baths but did mention this could happen in the future. It was also pointed out that Wigton Baths is one of the only public pools that is making a small profit.

## **FC/75/2022 Finance Matters**

None

### **6.1 To receive and authorise Payments and Bank Reconciliation for September 2022**

Cllr Lynch asked what Active hire LTD was on events of £4875. The Town Clerk confirmed it was for the Ice Rink for the Christmas Event. The Town Clerk then explained the reason for the variance between what the accounting software Scribe figures and the actual figures. It was explained that as cheques were being used to make payments, the main bank account did not match with Scribe as it looked that the account had more money than the bank account. It was also explained that the pension contributions and HMRC payments had not yet been made but had been input on Scribe. These payments would be made once the Clerk had access to online banking. Cllr Ferriby as Chair of Finance made councilors aware that he had been working closely with the Town Council office and acting as the go between, between them and the bank, accessing bank statements several times a week. The Town Clerk went through several of payments to staff, describing what the payments were.



Cllr Hodson raised Barton Laws running costs as they were high and likely to continue to rise. It was **AGREED** that this would be an agenda item at the finance meeting and the building would be checked to see if lights can be knocked off sooner or manually.

### **6.2 Cumberland Building Society – To request a debit card for the office and order a new cheque book**

It was noted that staff were paying for goods with their own debit and credit cards and claiming expenses back, this was highlighted as poor practice so a request to the Cumberland Building Society had been made to access a debit card for the main account which is currently being processed.

Cllr Pitcher – From Allerdale’s point of view, the transition to the new authority has begun, with the shutting down of unrequired services. Software is being updated to make it as up to date as possible with it being pushed that the new Cumberland Council uses the software used in Allerdale as they are the most advanced out of the three councils. Allerdale officers are applying for lots of jobs but there are also a lot of staff leaving. The Allerdale Focus Hub have won a national award for their Community Alcohol Partnership, this has supported youngsters suffering from alcohol issues and has also been driven by the young people involved.

Cllr Robson asked if the Town Clerk had now been added as a signatory to the bank accounts. The Clerk explained that the forms had been filled in and returned so waiting for them to be processed.

### **6.3 To establish who are the signatories for the WJBC.**

Cllr Ferriby explained the difficulties the office had faced in trying to establish who the signatories were. One councillor needed to be removed and it was agreed that the Town Clerk would be added as a signatory, Cllr Robbins is also a signatory.

### **FC/76/2022 Cumberland Committee**

The first meeting took place where a list of areas that the Town Council would like to be responsible for was developed. The list included areas such as parking and green spaces. No decisions were made at the meeting, it was solely just to start thinking about the areas to be responsible for once the new Cumberland Council comes into effect.

### **FC/77/2022 Fundraising Opportunities**

Cllr Scott reminded councillors that he asked them to consider fundraising ideas. Cllr Armstrong suggested having the putting green at the lights switch on outside the Market Hall reception as they would catch people walking through and asked for volunteers to help. Cllr Robson asked for clarification whether this was just for Christmas or general fundraising. Cllr Scott asked councillors to consider fundraising options moving forward. Cllr Crouch mentioned the possibility of doing something with the dinners and asking Paul Radcliffe as St Cuthberts did dinners prior to Covid

Cllr McCarthy offered a few suggestions including raffles or competitions on Facebook.

**ACTION** – Check if a lottery licence is required.

Cllr Robson asked if the festival committee had a festival plan, so it is clear what has been spent and what budget is left.

Cllr Lynch reminded everyone of the importance of having more than councillors on the festivals committee. **ACTION** – Clerk to approach local business' to ask if they would like to be involved.

#### **FC/78/2022 Staffing and Communication**

Cllr Robson mentioned that the council was going through a period of change, with the previous clerk leaving, a lot of knowledge has been lost. Cllr Robson wanted to encourage the clerk to ask for help where required and for councillors to respond when they can, directly to the clerk.

#### **FC/79/2022 Parking and Traffic Issues**

Cllr Ferriby highlighted that there are still issues with speeding and illegal parking in Wigton and that residents are concerned. **ACTION** – contact CCC regarding the parking next to the Fountain and suggest placing bollards to prevent cars from parking. Cllr Clark also pointed out that large amounts of soil were being moved through Wigton in wagons and could they be asked to avoid the town centre. **ACTION** – Contact CCC. It was also noted that on street parking is still an issue. **ACTION** – Contact Allerdale and ask for more visits from traffic wardens. **ACTION** – Contact Cumbria Highways, Cllr Lynch to provide the name after the meeting.

#### **FC/80/2022 Town Clerk Pay**

Cllr Scott explained that the policy and staffing committee decided to start her on an appraisal plan at 1 month, 6 month and 12 months with the salary scale of SCP £37658. Cllr Lynch explained this would need to go to finance to approve and give finance the authority to approve. **ACTION** – add as an agenda item. **UNANIMOUS** agreement for finance to authorise.

#### **FC/81/2022 Grounds Maintenance Report**

Attached.

#### **FC/82/2022 Town Mayor's Announcement**

Attached

#### **FC/83/2022 Town Clerk's Report**

The Town clerk discussed the need to improve the email system and need to gain two gov.uk email accounts for the office, the gov.uk emails are around £100 per year. GDPR was also discussed, sensitive information needs to be sent securely therefore the clerk would like to set up email accounts for all councillors to avoid using personal email accounts. The clerk reminded all councillors to send apologies to meetings with a reason. The next point was around the lack of Police presence in Wigton, Cllr Hamblin asked the clerk to send a letter to Cumbria Constabulary asking for a meeting, this letter was sent but there has yet to be a reply.

#### **FC/84/2022 Member Reports**

Cllr Armstrong – attended wreath laying on the 9<sup>th</sup> September, 14<sup>th</sup> September Chrysalis used the putting green, 18<sup>th</sup> September the Queen's church service, 24<sup>th</sup> September Barton Laws opening, 27<sup>th</sup> September at Cumbria Wildlife Trust event, 29<sup>th</sup> September visit to Futamura.

Cllr Hodson - attended wreath laying on the 9<sup>th</sup> September, 11<sup>th</sup> September King's proclamation, 14<sup>th</sup> September Chrysalis used the putting green, 24<sup>th</sup> September Barton Laws opening, 27<sup>th</sup> September at Cumbria Wildlife Trust event, 29<sup>th</sup> September visit to Futamura  
Cllr Robson – nothing to report

Cllr McCarthy – was approached by a gentleman about having no water. Cllr Hamblin responded that it won't be connected until all the work is complete as the tank won't be secure.

Cllr Ferriby - attended wreath laying on the 9<sup>th</sup> September, 24<sup>th</sup> September Barton Laws opening, sponsorship visit to Futamura, 29<sup>th</sup> September visit to Futamura.

Cllr Hamblin - 29<sup>th</sup> September visit to Futamura

Cllr Jackson - 18<sup>th</sup> September the Queen's church service, 11<sup>th</sup> September King's proclamation, 24<sup>th</sup> September Barton Laws opening, 29<sup>th</sup> September visit to Futamura. Also approached by residents around youths on bikes and speeding, the Police were contacted by the response was apathetic.

Cllr Clark - attended wreath laying on the 9<sup>th</sup> September, 11<sup>th</sup> September King's proclamation, 18<sup>th</sup> September the Queen's church service, 29<sup>th</sup> September visit to Futamura, 24<sup>th</sup> September Barton Laws opening

Cllr Lynch - attended wreath laying on the 9<sup>th</sup> September, 11<sup>th</sup> September King's proclamation

Cllr Huntington - attended wreath laying on the 9<sup>th</sup> September, 18<sup>th</sup> September the Queen's church service, 29<sup>th</sup> September visit to Futamura

Cllr Robbins - attended wreath laying on the 9<sup>th</sup> September, 11<sup>th</sup> September King's proclamation, 29<sup>th</sup> September visit to Futamura

Cllr Crouch - attended wreath laying on the 9<sup>th</sup> September, 11<sup>th</sup> September King's proclamation.

Meeting Closed – 8:55pm

Date of Next meeting

Wednesday 9<sup>th</sup> November 2022

## **WIGTON TOWN COUNCIL**

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

**WEDNESDAY 9<sup>th</sup> NOVEMBER 2022 AT 7.00PM**

**PRESENT** – Cllrs Scott, Lynch, Armstrong, Jackson, Hamblin, McCarthy, Clark, Huntington, Robson, Lynch, Ferriby, Stapley, Speksnyder

Clerk: Emma Ireton

#### **FC/85/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Crouch  
Cllr Robbins  
Cllr Pitcher  
Cllr Hodson

#### **FC/86/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

The following minutes were agreed as accurate:

Cumberland Committee held on 3<sup>rd</sup> October 2022 – **AGREED**  
Full Council meeting held on 12<sup>th</sup> October 2022 - **AGREED**  
Finance Committee held on 17<sup>th</sup> October 2022 – **AGREED**  
Festivals Committee on 18<sup>th</sup> October 2022 – **AGREED**  
Extra Ordinary meeting of the Full Council on 27<sup>th</sup> October 2022 – **AGREED**

#### **FC/87/2022 EXCLUSION OF PRESS AND PUBLIC**

None

#### **FC/88/2022 PUBLIC PARTICIPATION**

**FC/89/2022** 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 Borough and County Council Reports**

Cllr Lynch:

Provided a borough and county report starting with Allerdale. As Allerdale winds down in preparation for the new Cumberland Authority taking over, Allerdale are concentrating on their statutory roles and responsibilities such as planning and licencing. What is continuing is the Climate Change group who are looking at current policies in Copeland, Carlisle and the County overall to put together a climate change plan that the new authority can take over. A discussion point was electric car charging points with Cllr Lynch describing how she has pushed for them in Wigton for several years which the town are on the list for but are still waiting for funding. The suggested place to have them in Wigton is on Market Hill. Retrofitting holes are also on the agenda for the group as they recommend these to house builders and housing associations in the local area along with better insulation, doors and windows. All these projects are subject to funding.

Cllr Lynch attended a communities and localism workshop for the executive members of the Cumberland Council which was to decide how the council will work with local communities which will involve more people, not just councillors.

Cllr Lynch was also in attendance of Cumberland shadow authority full council meeting to discuss how the new council will run, at the moment it is about ensuring it operates legally has budgets in place.

On the 24<sup>th</sup> October Cllr Lynch attended 'Our Promise' meeting where councillors make a promise to children looked after in relation to hearing their views.

It was explained that Policing in Cumbria was being restructured in light of the authority changes so Wigton will fall into the Carlisle area for Policing. Chief Superintendent Lisa Hogan will be the person in charge and will operate from Carlisle. A key change will be how they manage local Policing by distributing teams linked to the local focus hubs. There will be an increased number of officers and PCSOs. Wigton will have a named officer, likely to be based in Wigton but they will also police Silloth and Aspatria. The transition will start in November 2022 and will be complete by June 2023. These changes will mean more links with local councils. The local Inspector for Wigton is Scott Adams.

## **5.2 Public Participation**

Holly Blake from the Sea Scouts provided an update after the Town Council donated a £100. Holly has now been invited to the Jamboree in South Korea and is selling items she made from the £100 donation to raise the funds to travel to the Jamboree. Holly will have a stall at the light switch on to help raise funds.

Two members of the public discussed their concerns with antisocial behaviour in Wigton as it has increased over recent months. Both ladies have children and one has a local business and they have both witnessed local youths causing problems such as throwing fireworks and being intimidating. The council provided an update regarding the Police and the constant efforts made to engage with them. Cllr Lynch's provided the news that Wigton will now have a named PC and PCSOs in coming weeks and the clerk read through the letter that was sent to and from the Police. The council advised all members of the public to report all incidents to either 101/email or calling 999 if there was a crime in progress. The public were advised that hotspots of crime will only be looked at if there are several reports. The clerk offered to continue to report on the public's behalf if they did not want to report themselves, the council also assured the members of the public that they would continue to engage with the Police regarding all crime in Wigton.

## **FC/90/2022 Finance Matters**

None

### **6.1 To receive and authorise Payments and Bank Reconciliation for September 2022**

All payments agreed and authorised.

### **6.2 Provide an update in current finances**

The clerk explained the reasons for the accounts not balancing which was down to some cheques not being cashed. It was also found that some payments for August and September were not paid in time but they had been recorded in Scribe. The clerk reported that once online banking was being used, there may be issues with balancing the accounts.

### **6.3 Furniture and white goods for Barton Laws**

It was agreed that £250 could be spent on purchasing a microwave, kettle and electric urns for Barton Laws so the community space could be hired.

#### **FC/91/2022 Putting Green**

Cllr Armstrong provided a financial statement regarding the putting green and provided an update of how much it had been used over the year. Cllr Armstrong mentioned that all the maintenance work had been carried out not using the park staff and was volunteer time only. Cllr Armstrong also mentioned that he would work with the clerk's office to increase usage next year, one suggestion was hiring it out alongside Barton Laws.

#### **FC/92/2022 Ground Maintenance Report**

No report was provided by the parks supervisor, however Cllr Hamblin provided an update. Cllr Hamblin is working with the park supervisor to replace some of the plants and flowers in Wigton Park with shrubs and bushes that would not need to be replaced every year. This would be an environmental move as well as a cost saving activity. Cllr Hamblin prepared a list which SF (Stephen Farish) will share with Capsticks to see what can be provided. An update to follow.

#### **FC/93/2022 Town Mayor's Announcements**

**See attached report.**

#### **FC/94/2022 Clerk's Report**

- A debit card from the Cumberland arrived so purchases can now be made via debit card. This will now resolve the issue of staff using their personal accounts. It also means suppliers can be paid over the phone while online banking is still an issue.
- Could Barton Laws be used to hold some smaller committee meeting and working groups to reduce the amount spent on room hire?

#### **FC/95/2022 Member Reports**

Cllr Ferriby – mentioned issues with parking since the Factory Shop car park received cameras. Allerdale are attending the car parks but the Highways team are not monitoring the main street and the issues that are caused because of illegal parking. Remembrance Sunday service will be on Sunday at 10:45 am at the cemetery if councillors wish to attend. On Sunday afternoon at 3pm at the Methodist Church will be the annual service.

Cllr Stapley – thanked Councillors for the donation to Age Concern and reminded everyone that you do not need to be a member or pensioner to attend their events.

Cllr Clark – A year ago a grit bin was reported to the CC, it was reported that the wrong bin was filled.

Cllr Lynch – attended Wigton Town Team meeting in regards to the Borderlands project

Cllr Robson – met with the Environment agency and Rivers Trust who have assigned £25000 to the Wigton area. There are ideas to work on Wiza Beck and Speet Gill but also looking at future projects such as improving walking trails.

Meeting Closed – 8:36pm

Date of Next meeting

Wednesday 14<sup>th</sup> December at 6:30pm.

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 14<sup>th</sup> DECEMBER 2022 AT 7.00PM**

**PRESENT** – Cllrs Scott, Armstrong, Jackson, Hamblin, McCarthy, Clark, Huntington, Ferriby, Stapley, Speksnyder, Stapley, Hodson and Pitcher.

Clerk: Emma Ireton

**FC/96/2022 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Crouch  
Cllr Robbins  
Cllr Lynch  
Cllr Robson

**FC/97/2022 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

The following minutes were agreed as accurate:

Festival Committee held on 8<sup>th</sup> November 2022 - **AGREED**  
Finance Committee held on the 8<sup>th</sup> November 2022 - **AGREED**  
Full Council meeting held on 9<sup>th</sup> November 2022 - **AGREED**  
Joint Finance and Cemetery Committee held on the 24<sup>th</sup> November - **AGREED**  
Finance Committee on 28<sup>th</sup> November 2022 – **AGREED**

**Cllr Armstrong raised 6.1 as a declaration of interest.**

**FC/98/2022 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/99/2022 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.

**FC/100/2022**

**5.1 Borough and County Council Reports**

Cllr Pitcher:

Reported that the LRG was gaining pace.

In reference to Allerdale, it was reported that there had been a slight lapse in services as current employees were being moved to the Cumberland Authority or moved onto new roles which resulted in some experience lost. Apprentices will automatically be transferred to the new authority.



There was an update regarding the Shared Prosperity Fund (SPF) which has finally gone through government, while the money has not been allocated yet it will be allocated to each council soon. It is believed to be in the region of £3000. Those who had put forward an expression of interest will have the validity checked and will be asked to submit an application. The Rural Prosperity Fund is the same and Wigton does class as being rural, this should be available soon. Nick Hardy will be doing the distributions but for any further information Cllr Pitcher can also be contacted.

Cllr Pitcher has been stopped by several residents to complain about specific services, whilst Cllr Pitcher is happy to listen to complaints he did reiterate that complaints about services should be directed to Allerdale in the first instance. The danger of mentioning complaints in person is that they may get forgot about, if they are made via telephone or online, then they are dealt with accordingly. Cllr Pitcher is happy to take complaints further if required. There is still some unknowns after March but services will continue on their current format for the time being.

Cllr Hamblin asked what the complaints were, Cllr Pitcher answered with street lights, dog mess and parking issues outside Saundersons. Cllr Hamblin responded that he and other councillors were trying to resolve the parking issues and had contacted Dr Neil Hudson and this was an ongoing situation which was trying to be resolved. It was also mentioned that Sgt Neil McKinley was also involved and has wrote a letter explaining that the little could be done at the minute regarding the Fountain as the sign had the incorrect wording but would monitor the parking issues.

Cllr Hodson mentioned the Fountain and the need for it to be resealed and cleaned. Cllr Pitcher responded that it could be David Bridon from property services that may deal with this. The clerk included that AR was also in talks with Trevor Grahamslaw and was currently researching grants and funding available to maintain the Fountian.

In reference to the dog mess, Cllr Hodson asked whether the Town Council could obtain the stencil to mark the paths ourselves. **ACTION – Contact Tivoli and ask for the stencil.** Cllr Stapley remarked that people will still allow their dogs to mess even with markings on paths. Cllr Pitcher commented that there is still only one dog officer which is a problem and perhaps reminding residents on social media could be an option.

The final comment from Cllr Pitcher was around the boundary changes which would impact on Wigton. The MP for this area would be between Dr Neil Hudson and Mark Jenkinson.

## 5.2 Public Participation

None

## FC/101/2022 Finance Matters

### 6.1 To receive and authorise Payments and Bank Reconciliation for September 2022

All payments agreed and authorised.

## **FC/102/2022 Grounds Maintenance Report**

Report was provided prior to the meeting. Cllr Armstrong asked about HAVS and whether there had been updates. The clerk advised that there was ongoing work to ensure all HAVs legislation was adhered to and that HAVs monitors were being priced up as well as having an external assessor reviewing our policies.

## **FC/103/2022 Cemetery Update**

Cllr Clark provided an update on Cllr Robbins behalf. As there hadn't been an update for some time, Cllr Clark noted the following:

- The cemetery relies on lots of volunteers to run as there are no paid staff to clear wreaths and rubbish or open and close the chapel for example.
- Woodside and Waverton have both been a great support and offered time to volunteer.
- The cemetery is facing several problems over the coming years which includes repairing over 2000 headstones over the next 5 years.
- The bill for repairing 46 headstones alone will be £4000. If they are laid down they become a trip hazard.
- The path is in need of repair which will be in excess of £3000.
- House is in need of maintenance and repair with new damp proof and kitchen required which will cost in excess of £13000 before April 2023.
- Annual bills are increasing such as grave digging and utilities.
- Whilst the house is let it needs so much maintenance it could take years to make a profit.
- There are often complaints regarding the grave digging which is sub contracted to Tivoli through Allerdale.
- There is the reliance on the precept provided by the three councils.
- The cemetery is an important historic place that is as important as the Wigton parks.
- A Friends of the cemetery is being set up to allow the cemetery to tap into certain grants and funds.
- The cemetery would like the council to work together to resolve all these issues.

Cllr Jackson reiterated what Cllr Clark said and agreed the cemetery should be a priority.

It was suggested that the cemetery had a Facebook page with the comments off to prevent negative comments and to provide information. Cllr Clark was not convinced this was a great suggestion, the clerk offered to manage it if it was agreed.

Cllr Clark also mentioned that Jason from the market was going to remove the wreaths and recycle them, Cllr Hodson asked whether a sign could be placed at the cemetery asking families to remove wreaths and rubbish.

Cllr Clark said there was the need for more volunteers within the cemetery.

Cllr Armstrong commented that currently the cemetery felt like a separate entity, the rest of the councillors do not get to know about the issues or read any minutes so it makes it hard to understand the issues.

## **FC/104/2022 Bowling Club Update**

Cllr Ferriby shared the outcome of the annual meeting with the bowling club. Social members had increased as well as the number of darts players. It was noted that there were two priorities which were the toilet block and the paths being repaired with tarmac. The town

council will cover repairs over the next financial year and will not yet make a profit from the annual fees that the bowling club pay. Signage will look to be improved as part of the Borderlands project.

#### **FC/105/2022 Increase members on the POA**

A motion was proposed by Cllr Scott for Cllr McCarthy to become a member of the POA to ensure the committee met the minimum quorum. This was seconded by Cllr Clark, vote was **UNANIMOUS**.

#### **FC/106/2022 Town Mayor's report**

See attached

#### **FC/107/2022 Clerk's report**

The clerk provided councillors with the breakdown of the Christmas Lights Event:

Raffle - £414  
Mini Golf - £67.13  
Santa - £308.50  
Ice Rink - £1900.90  
Face Painting - £70  
Donations - £188.19

Everyone was thanked for helping.

The hire of Barton Laws was discussed with the clerk asking whether any councillor would be free to open and close a party for the coming weekend. It was discussed whether it would be sensible to allow the person hiring to have the code as would it be possible to always have a member of staff or councillor available to open and close.

An update was provided around the town CCTV with the clerk describing new software that will allow the Police to identify and track images, people and vehicles across the county. We have a contact within the Police to ask them to search for images and they will liaise with the local Police.

There is still no access to online banking but this has been chased up, this is making it difficult to ascertain what has been paid and what is outstanding which is effecting the reconciliation all invoices and banks statements have been provided.

The financial regulations have been read through which detail all cheques must have more than one signature, regardless of what the bank account requires. This will also be required for online payments made so the clerk is going to revise the policy and send out to councillors to check.

The finance committee agreed to ask for a £360000 precept from Allerdale for 23/24, the deadline for the application is the 6<sup>th</sup> January 2023.

#### **FC/108/2022 Member's Reports**

Cllr McCarthy – Volunteered at the Christmas Lights Switch on. It was mentioned that some of the younger families had asked that the light switch on should be a bit sooner next time round as they had to leave early as they were tired.

Cllr Hodson – 11<sup>th</sup> November at the cemetery, remembrance service at St Marys, Light switch on, Age UK event.

Cllr Ferriby – Remembrance Service, Carol Service, light switch on. It was also asked whether the taste of Wigton event would still go ahead on the 22<sup>nd</sup> as this is when Allerdale would change to the new authority. The clerk mentioned that there had been some correspondence with Allerdale regarding this with new contacts to replace Ellie Jones who is on maternity.

Cllr Hamblin – visited the archives twice to find out information regarding the Dalton Shelter. A visit to Carlisle library had also been made where it was found that in July 1924 Mrs Dalton from Standingstone and Mrs Storey made a donation for the gates. To be able to proceed with the Dalton Shelter repairs, more estimates are required. Also volunteered at the Christmas Lights Switch on.

Cllr Scott – 11<sup>th</sup> November at the cemetery, Age UK event, Christmas Lights switch on.

Cllr Huntington – St Mary's remembrance service

Cllr Clark – 11<sup>th</sup> November at the cemetery, carol service and the Junior School Carol Service.

Cllr Jackson – Remembrance Service, St Mary's Service and the Christmas lights switch on.

Meeting Closed – 8:46pm

Date of Next meeting

Wednesday 11<sup>th</sup> January 2023

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 11<sup>th</sup> JANUARY 2023 AT 7.00PM**

**PRESENT** – Cllrs Scott, Armstrong, Hamblin, McCarthy, Clark, Huntington, Stapley, Crouch, Speksnyder, Stapley, Hodson, Robson and Pitcher.

Clerk: Emma Ireton

**FC/109/2023 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Robbins

Cllr Ferriby

Cllr Jackson

**FC/110/2023 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

The following minutes were agreed as accurate:

Cumberland Committee held on 6<sup>th</sup> December 2022 - **AGREED**

Finance Committee held on the 12<sup>th</sup> December 2022 - **AGREED**

Full Council meeting held on 14<sup>th</sup> December 2022 - **AGREED**

**FC/111/2023 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/112/2023 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.

## **FC/113/2023**

### **5.1 Borough and County Council Reports**

Cllr Pitcher:

Was pleased with the results of the task and finish group which was to review the customer service from the previous year. An example was that 92% of people surveyed were happy with telephone consultations and 70% of people preferred an in person consultation. The recommendations for the group have been shared which are **ATTACHED**.

It was reported that lots of things are still in place but there are still some issues to resolve with moving to the new authority. Cllr Pitcher kindly asked that everyone be kind to the staff during and after the transition as everyone wants to help Wigton.

It was asked that if there were still issues to resolve then why did Allerdale cancel meetings. The reply was that this is nothing to do with the Cumberland Authority as Allerdale was winding down no new decisions could be made. Cllr Lynch followed this by saying Allerdale will not exist and no decisions can be made at this point in the year with the main focus being the budget.

It was noted that continuing staff will TUPE over to the new authority.

Cllr Lynch:

Discussed that the Cumberland Authority budget was up for consultation and it could be viewed by looking at the new authorities' website where comments could be made. The budget is due to go through the executive full council on the 1<sup>st</sup> March.

It was reiterated that moving four councils into one council was a major transition and that staff have been consulted throughout. It was also noted that no resident should see any changes in services.

The list that the Cumberland Committee made in relation to taking back certain services within Wigton won't happen within the first year.

There have been lots of training sessions to ensure all councillors are aware of the responsibilities of an executive member.

Highways are on ongoing concern as they have not been totally cooperative.

The SEND provision had their OFSTED inspection with results due to follow. Children's services had their inspection in November.

Cllr Robson asked if the new authority budget looked similar to the Allerdale budget and whether money was going to be saved. The reply was that no money initially would be saved.

Council Tax increases were discussed and it was shared that the government were recommending all councils increase to the maximum of 4.99%, if the maximum had not been requested then it would be difficult for councils to ask for extra funding.

Cllr Hamblin asked if councillors were planning in person meetings with the public to allow for a presentation, the answer was no as there would be no time to meet and there were too many smaller councils to be able to do this.

There were further questions around management decisions within the Cumberland Authority and how the management and structure would be set. The response was that councillors do not run councils, this is down to the directors and executive members.

It was asked what changes the public would be likely to see, the response was yes and that would be changes in Highways. It was also asked whether there would be changes in buildings and other assets, the response was that the new authority would be looking to make efficiencies.

## **5.2 Public Participation**

None

## **FC/114/2023 Finance Matters**

### **6.1 To receive and authorise Payments and Bank Reconciliation for December 2022**

All payments agreed and authorised.

## **FC/115/2023 Grounds Maintenance Report**

Report was shared and councillors were invited to ask questions.

It was asked why there were cracks in Barton Laws. The reason for this is the building had settled and caused a few cracks which were easily repaired by the park team.

## **FC/116/2023 Cemetery Update**

Cllr Clark provided an update on Cllr Robbins behalf.

There was a picture and comment left on Facebook which referred to a handmade sign which had been placed in the baby garden. The person who left the comment said this sign had been placed on top of a family member's grave which then triggered some negative comments. It was clarified that there was a handmade sign placed in the babies' memorial garden to ask dog walkers to not allow their dogs in this area. It was confirmed that this was a memorial area and no graves were in this area. This sign has since been moved to the back of the wall as a mark of respect to the area.

Concerns were raised regarding the contactors responsible for digging the graves in Wigton. There had been an incident over the Christmas period where the contractors had placed a large box on another grave whilst digging a grave, this box was placed directly on top of another grave which had a fresh wreath placed, which was ruined. There have also been resident reports that there has been poor behaviour displayed by some of the contractors which had been reported to councillors. Councillors commented that the public needed a way to complain. Cllr Lynch agreed to speak to the person responsible for burials within Allerdale to see if there could be a way to move forward with this.

There was a suggestion to create a Facebook page for the cemetery that would be managed by the main office which would be used to share important information and provide contact details. It was agreed that a page would be created but would not be made live until the WJBC approved. Comments would be knocked off for this page.

## **FC/117/2023 Park Staff Report**

A report was written and provided which analysed the park staff working hours. Councillors were curious as to know what the Spring/Summer and Autumn/Winter workload looked like.

Two actions came from the report which included:

- Put a working group together to look at costing external contracts
- Include a section on timesheets that would record HAV times.

It was also agreed that a working group would be put together to look at Dalston contracts.

## **FC/118/2023 Town Mayor's Report**

- Attended all the care homes on Christmas Eve
- Attended Trevor Grahamslaw's Wigton through the time presentation
- Attended Methodist service on the 17<sup>th</sup> December
- Attended Civic Service at St Cuthbert's church on the 18<sup>th</sup> December
- Attended midnight mass service



### **FC/119/2023 Clerk's Report**

- In relation to the Borderlands Project which Annemarie Robson is leading on, please can the report she has sent out be reviewed with comments sent back.
- A way of making savings could be to buy a fuel tank for the depot so this is being researched.

### **FC/121/2023 Member's Reports**

Cllr Stapley – Age UK Christmas day lunch.

Cllr Clark – Christmas Carol service

Cllr Lynch – Wigton Town Team meeting. Cllr Lynch also announced that this would be her last meeting as a town councillor and will be resigning as her new role within the Cumberland Authority will keep her busy. She will still attend monthly meetings and provide updates. Cllr Scott thanked Cllr Lynch for her service and help.

Meeting Closed – 8:47pm

Date of Next meeting

Wednesday 8<sup>th</sup> February 2023

**WIGTON TOWN COUNCIL**

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

**THURSDAY 16<sup>th</sup> FEBRUARY 2023 AT 7.00PM**

**PRESENT** – Cllrs Scott, Armstrong, Hamblin, McCarthy, Clark, Huntington, Stapley, Crouch, Robbins, Hodson, Jackson and Ferriby.

Clerk: Emma Ireton

**FC/122/2023 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Robson

Cllr Speksnyder

Alan Pitcher

**FC/123/2023 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

The following minutes were agreed as accurate:

Parks, Open Spaces and Allotments Committee held on the 10<sup>th</sup> January 2023 – **AGREED**

Full Council held on 11<sup>th</sup> January 2023 - **AGREED**

Staffing, Policy and Development Committee held on the 19<sup>th</sup> January 2023 - **AGREED**

Finance Committee held on the 23<sup>rd</sup> January 2023 – **AGREED**

Events Committee held on the 30<sup>th</sup> January 2023 - **AGREED**

## **FC/124/2023 EXCLUSION OF PRESS AND PUBLIC**

None

## **FC/125/2023 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.

## **FC/126/2023**

### **5.1 Public Participation**

Cllr Hamblin invited Toby Hosford to the full council meeting to give councillors an update regarding his fundraising efforts for Wigton Food Pantry. All councillors congratulated Toby on his achievement and Cllr Scott presented Toby with a £20 voucher to say well done.

John Daly from the RBL provided councillors with some information regarding the 100 year anniversary of the Wigton branch of the RBL. There will be a celebration at the Methodist Church on 18<sup>th</sup> June for those that want to attend. Councillors were also asked how the RBL contact local business' and shops to help celebrate the anniversary by having flags etc. present in shop windows. It was asked if any person had any old photographs of Wigton that could be used, it was suggested that Trevor Grahamslaw could have photographs and that the clerk would pass on his contact details.

**ACTION** - Cllr Hodson mentioned that she would pass the RBL's details onto the business group in Wigton.

**ACTION** – The clerk's office to promote the RBL on Facebook and to request any old photographs.

A member of the public raised issues regarding not seeing enough of a Police presence and reported incidents including electric scooters. **ACTION** – Ask the Police to attend the next meeting.

### **5.2 Borough Reports**

Cllr Crouch:

Explained that there had been a taxi licensing meeting and it was decided that the licensing fees would remain unchanged for this year. It was also mentioned that in the future there would be a zone system implemented and this would be identified by the plates on taxis.

Cllr Lynch:

Described how with only six weeks to go until the change over there had been many meetings to finalise changes. On the 1<sup>st</sup> April there will be a shadow executive meeting where the focus will be the budget. For those who want to see the budget, it can be viewed after the 16<sup>th</sup> February on the new Cumberland Website.

All district councils had to come together to discuss the budget, therefore figures can change up to the end of March. Overall the budget is 303 million with 25 million being inflation alone. Council Tax rises are in line with the 2.99% government recommendation with 2% being the social care levy. The Cumberland Council will collect for the Fire Service and Cumbria Constabulary.

At the previous meeting, Cllr Lynch mentioned she would ask about the cemetery changes but there had been no final decisions, however bereavement services will cover three areas.

Councillors asked about the actual rise in council tax, if band D was harmonised then what is the true rise? It was explained that including the harmonisation to ensure all areas are the same, the overall rise would be 4.99%

## **FC/127/2023 Finance Matters**

### **6.1 To receive and authorise Payments and Bank Reconciliation for January 2023**

All payments agreed and authorised.

## **FC/128/2023 Grounds Maintenance Report**

Report was shared and councillors were invited to ask questions.

## **FC/129/2023 Cemetery Update**

Cllr Robbins explained that there would be an early inspection in April because of the grass cutting season.

The cemetery draft budget was agreed where there was one query regarding the precept from the town council which is £10000 for 23/34.

There is still some mapping to be completed, there are some anomalies where maps have different numbers but this will be resolved.

The friends of Wigton Cemetery is still going ahead but a bank account is required before it can be operational. The Cumberland Building Society have a backlog on regards to opening new accounts so until the account has been opened the Friends of Wigton cannot be operational.

There is still some work ongoing in regards to checking the business rates, it has been found that the land is registered so a query has been submitted so Allerdale have twenty days to respond.

Finally, it was agreed that the cemetery will start having meetings every two months instead of every three months.

### **FC/130/2023 FRAMEWORK AGREEMENT**

Cllr Hamblin wanted to raise the need to have an agreed list of contractors that can be used without having to gain three quotes. The clerk also provided information from the practitioner's guide which explained the requirements:

Under £500 – Clerk can approve  
Up to £5000 – Committees can approve  
Over £5000 – Full Council must approve

Paying contractors was also discussed along with the need to take payments to full council. It was agreed that a policy would be written by the clerk's office around having an approved contractors list and payment requirements. This would be shared with full council before any decisions would be made.

### **FC/131/2023 Memorial Bench**

Cllr Scott raised purchasing a bench for the Grainger family to commemorate Mr Joe Grainger who was a former councillor and Mayor. A vote was taken and it was AGREED to purchase the bench out of the current budget and place it at Kirklands.

### **FC/132/2023 Town Mayor's Report**

Nothing to Report

### **FC/133/2023 Town Clerk's Report**

Allerdale are providing the Town Council with £600 to purchase a bench to commemorate Allerdale, this will be placed at Throstle Park.

The office will be promoting the location of the town's defibrillators, AR will be leading on this.

The quotes for the new PCs and IT systems were shared with councillors with the recommendation to go with IT Systems, this was **AGREED**.

We will be taking a work experience student to work with the park staff from the 20<sup>th</sup> March 2023.

### **FC/134/2023 Member's Reports**

Cllr Ferriby – wanted to thank Cllr Scott for chairing meetings in his absence.

Cllr Hamblin – met with Rhys Stabler and Stephen Farish regarding the project of planting shrubs in Wigton Park.

Cllr Clark – asked if the memorial benches could be cleaned on a more regular basis, perhaps twice per year.

Cllr Crouch – mentioned dog fouling and asked about bringing the dog warden to Wigton.

Cllr Jackson – mentioned the state of the town especially in front of the library and the barriers near Procter's Row.

Cllr Hodson – mentioned writing a letter to CCC

Cllr Armstrong – pointed that wheelchair users could have a problem with single tracks

SMcC – Wanted to report loose drain covers

Meeting Closed – 8:48pm

Date of Next meeting

Wednesday 8<sup>th</sup> March 2023

**WIGTON TOWN COUNCIL**

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

**WEDNESDAY 8<sup>TH</sup> MARCH 2023 AT 7.00PM**

**PRESENT** – Cllrs Scott, Armstrong, Hamblin, Clark, Huntington, Stapley, Crouch, Robbins, Jackson, Robson and Speksnyder.

Clerk: Emma Ireton

**FC/135/2023 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllr Hodson

Cllr Ferriby

Cllr McCarthy

**FC/136/2023 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

The following minutes were agreed as accurate:

Full Council held on the 16<sup>th</sup> February 2023– **AGREED**

Finance Committee held on the 27<sup>th</sup> February 2023 – **AGREED**

**FC/137/2023 EXCLUSION OF PRESS AND PUBLIC**

There will be a confidential agenda item in part two in relation to staffing issues.

**FC/138/2023 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.

## **FC/139/2023**

### **5.1 Public Participation**

A member of the public described how they had heard about a club that was giving young people hot meals and access to the internet, it was asked if the Town Council were able to do something similar for pensioners? It was explained that the club for young people was held within Café Twelve on Tuesdays and was an initiative run by NADT. Councillors also provided the member of the public with a list of all the places where pensioners were able to gain access to a warm spot within Wigton which included:

- Wigton Library
- Age UK West Cumbria
- Methodist Church
- St Cuthberts, Wigton Food Pantry

The second query from the member of the public was around the lack of dog bins within Throstle and Phoenix park. It had been noticed that rubbish bins had been placed but there were no dog fouling bins. **ACTION** – Clerk to find out if there are any dog fouling bins to install.

It was also asked what the event plan for 2023 looked like. As events was an agenda item this question was answered later in the meeting.

### **5.2 Borough Reports**

Cllr Lynch:

In relation to the new Cumberland Council the current priority is setting the budget. The budget including the council tax breakdown can be viewed online by looking at the Cumberland Council's website. There is the hope that the budget will support free school meals, but the age and details have not been confirmed yet. The free school meals will be in addition to the free school meals already available to those aged seven and under. It was explained that health and wellbeing is high on the council's agenda.

Cllr Speksnyder entered at 7:07pm.

The Cumberland Council will continue to support the youth parliament scheme as they have important ideas that should be engaged with moving forward.



Another priority within Children Services is to improve the early health service including the time it takes to gain a SEND diagnosis and to help with problems that families and schools face.

Cllr Robson entered at 7:10pm.

Cllr Lynch explained how she was part of the SEND Partnership Board, the priority here is to ensure that SEND is done correctly which involves including parents' thoughts and views around what is required.

Cllr Lynch also attended the last Allerdale meeting which was a dinner.

Cllr Robbins highlighted that regarding SEND, there was a backlog of young people who are waiting for a diagnosis and appropriate support.

Cllr Crouch:

Attended the last Allerdale Full Council meeting on the 1<sup>st</sup> of March 2023.

Cllr Scott personally thanked all the Allerdale Councillors for their service over the years and requested that a letter of thanks was to be sent. ACTION – Send a letter to Alan Pitcher, Cllr Crouch and Lord Liddle.

#### **FC/140/2023 Finance Matters**

### **6.1 To receive and authorise Payments and Bank Reconciliation for February 2023**

All payments agreed and authorised.

#### **FC/141/2023 Grounds Maintenance Report**

Report was shared and read out by the clerk so the general public were aware of the update.

#### **FC/142/2023 Cemetery Update**

There had been four funerals over the month.

Grass cutting was due to start but the poor weather had delayed this, it was hoped this would start soon.

The final cemetery budget was agreed by the WBJC committee with no objections from full council. WBJC Budget – **AGREED**

## **FC/143/2023 2023/2024 Budget**

The clerk provided councillors with a copy of the budget and explained to the general public that the budget would be available to view online once it has been agreed by full council.

The clerk invited questions from councillors instead of reading out each budget line.

Cllr Speksnyder had two queries. The first was why had the park maintenance been reduced from £10000 to £6000? The reason was because £10000 was not spent in 22/23 therefore it could be reduced back to £6000 which is approximately what was the expenditure was. Budget lines had also been split with more budget lines being input which will allow some of the previous expense to be allocated to a different budget line. The second query was why was there was not a significant decrease in room hire when Barton Laws was being used as well as the Market Hall? It was explained that Barton Laws would only be used for a small number of meetings that were appropriate to be held there so there would not be a significant decrease in room hire costs. There was also an agreement with NADT to hold meetings within the Market Hall so there could not be a significant loss of income for them.

Cllr Scott commented that any meeting at Barton Laws was still a public meeting therefore the public would be welcomed.

There were no further questions.

Cllr Scott asked if all agreed to approve the 23/34 budget, the vote was **UNANIMOUS**.

## **FC/144/2023 Events**

The clerk provided councillors with an update around with provisional dates of the following events:

Saturday 22<sup>nd</sup> April – Taste of Wigton Event facilitated by Allerdale. The Town Council will have an information stall and will be manned by councillors throughout the day.

To support the Wigton Carnival (Date TBC) managed by Dennis Graham.

Saturday 6<sup>th</sup> May – King's Coronation at Barton Laws (More details to follow)

Saturday 2<sup>nd</sup> September – 100 Year Centenary of Wigton Park which will be a Victorian Family event.

Sunday 26<sup>th</sup> November – Christmas light switch.

## **FC/145/2023 Town Mayor's Report**

Attended the John Peel theatre to watch he pantomime.

### **FC/146/2023 Town Clerk's Report**

The grounds maintenance position was successfully filled with the new member of staff aiming to start on Monday 3<sup>rd</sup> May.

### **FC/147/2023 Member's Reports**

Cllr Robson – explained that as he was moving house and out of Wigton this was likely to be his last meeting.

Cllr Hamblin – met with the Highways team to discuss the speed of traffic and the zebra crossings outside of the schools. It was clear the highways were not there to act on parking issues but it was obvious to them that it was a problem. They discussed the possibility of having a 20mph limit through the high street.

Also met United Utilities at Burnfoot allotments to arrange for the water to be connected. They discovered the pipe needed to be lagged and a mechanical stop needed fitting before they could connect the water therefore a plumber would need to be called back out before continuing.

Cllr Clark – highlighted how dirty the area by the library was so there needed to be a plan to improve this area.

Meeting Closed – 8:51pm

Date of next meeting: Wednesday 12<sup>th</sup> April 2023

