

A MEETING OF THE FULL COUNCIL WAS HELD ON

WEDNESDAY 10TH MARCH 2024 AT 7.00PM

PRESENT –

Councillor Chris Scott (Mayor and Chair)
Councillor Sandra Hodson (Deputy Mayor)
Councillor Mary Clark
Councillor Chris Stapley
Councillor Anne Jackson
Councillor Monique Speksnyder
Councillor Claire Meszaros
Councillor Shane McCarthy
Councillor Ferriby
Councillor Huntington

Clerk: Emma Ireton

FC/152/2024 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Councillor Hamblin
Councillor Newton
Councillor Crouch

FC/153/2024 MINUTES FROM PREVIOUS MEETINGS

AMENDMENT – Added Councillor Ferriby as attending the February meeting.

FC/154/2024 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

FC/155/2024 EXCLUSION OF PRESS AND PUBLIC

NONE

FC/156/2024 PUBLIC PARTICIPATION

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

5.1 Public Participation

Jane Procter from Virgin Broadband was in attendance to explain that Virgin would be in Wigton in the next 4-6 weeks to start work on installing broadband in the town. She explained that only 25% of the paths would be disturbed and dug up as a result

of the work. Jane will be the liaison between Virgin and residents and local businesses. If any person has a question, it can be asked through the town clerk who will pass onto Jane.

5.2 Cumberland Authority Report

Cumberland Cllr Lynch was in attendance and provided the following information:

There had been discussion with Highways regarding Station Hill so more was to come on this matter. It was advised that the Highways team would be present on the 27th and 28th March for patching work to roads. Several councillors raised their concerns over this pointing out that patching was a waste of money as it wasn't a permanent solution.

It was asked why the main road was going to be closed for 5 days with no indication why, but the answer wasn't known.

In relation to road markings that have not yet been completed, members were advised this would happen when the weather improves.

It was reported that there are plans to try and reduce the speed of vehicles and one suggestion is to place a flashing 20mph sign which will start at Southend and finish after the Junior School, it was also suggested that the centre of Wigton was also 20mph.

In relation to the Fells and Solway Committee, it was explained that Cllr Lynch was also on the strategic board so their minutes, funding ideas and agendas could be found by visiting the Cumberland Council website. Also, the committee had already provided money to several deserving groups including NADT, Chrysalis, St Cuthberts walking club and the theatre club.

Members were also advised that the Cumberland Council were also doing a waste review, more information could be found on their website.

Cllr Lynch went on to mention that she would like to revive the talk and events where volunteers are asked to help clean the town. This time it was suggested that the pupils from the Nelson Thomlinson School could maybe participate to help tidy graffiti and tidy the area behind Wheatsheaf Lane. It was mentioned that the bus shelters were also in need of a clean and it was asked if the grounds team could complete this job.

FC/157 /2024 Finance Matters

6.1 To receive and authorise Payments and Bank Reconciliation for February 2024

Members received the payment lists prior to the meeting.

Wigton Town Council
PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
575	15/02/2024		Town Council Main	Christmas Light Sw	Invoices	Party Time Cumbria	X	300.00		300.00
576	15/02/2024		Town Council Main	Proctors Row Work	Invoices	CWB Forestry	S	550.00	110.00	660.00
607	15/02/2024		Town Council Main	Skip Hire	Invoices	Aspatia Skip Hire	X	520.00		520.00
611	15/02/2024		Town Council Main	Jan Prints	Invoices	Infinity Print Solutions	S	8.39	1.68	10.07
614	15/02/2024		Town Council Main		Invoices	Laversdale Timber	X	9.24		9.24
613	15/02/2024		Town Council Main		Invoices	Tynedale Farm Services	X	42.00		42.00
618	15/02/2024		Town Council Main	Wood and Postret	Invoices	Laversdale Timber	S	92.02	18.41	110.43
615	15/02/2024		Town Council Main	365 and Email Prot	Invoices	System IT	S	5.00	1.00	6.00
615	15/02/2024		Town Council Main	365 and Email Prot	Invoices	System IT	S	4.00	0.80	4.80
617	15/02/2024		Town Council Main	Room Hire	Invoices	Solway Plain Futures	X	26.25		26.25
617	15/02/2024		Town Council Main	Room Hire	Invoices	Solway Plain Futures	X	20.00		20.00
616	15/02/2024		Town Council Main	QH Lease	Invoices	Solway Plain Futures	X	893.41		893.41
630	15/02/2024		Town Council Main	Clinical Waste Cov	Invoices	Direct365	S	60.13	12.03	72.16
649	15/02/2024		Town Council Main	Cleaning public toi	Invoices	Nicole's Cleaning Services	X	750.00		750.00
655	15/02/2024		Town Council Main	Fence posts	Invoices	Travis Perkins Trading Cor	S	19.48	3.90	23.38
656	15/02/2024		Town Council Main	Postcrete	Invoices	Travis Perkins	S	23.80	4.76	28.56
657	15/02/2024		Town Council Main	Galvanised wire	Invoices	Travis Perkins	S	3.32	0.66	3.98
660	15/02/2024		Town Council Main	Wood panels	Invoices	Travis Perkins	S	40.96	8.19	49.15
661	15/02/2024		Town Council Main	Postcrete	Invoices	Travis Perkins	S	26.36	5.27	31.63
664	15/02/2024		Town Council Main	Fence panels	Invoices	Travis Perkins	S	19.53	3.91	23.44
653	15/02/2024		Town Council Main	Junior School mate	Invoices	Travis Perkins	S	85.80	17.16	102.96
654	15/02/2024		Town Council Main	Bolts and washers	Invoices	Travis Perkins Trading Cor	S	25.87	5.17	31.04
658	15/02/2024		Town Council Main	Sand paper/white	Invoices	Travis Perkins	S	31.18	6.24	37.42
662	15/02/2024		Town Council Main	Scaffold boards	Invoices	Travis Perkins	S	68.50	13.70	82.20
663	15/02/2024		Town Council Main	Tape	Invoices	Travis Perkins	S	10.99	2.20	13.19
693	15/02/2024		Town Council Main	Wages	Wages	Wages	X	11,919.23		11,919.23
695	15/02/2024		Town Council Main	Feb	Invoices	System IT	S			
707	15/02/2024		Town Council Main		Invoices	Travis Perkins	S	3.32	0.66	3.98
708	15/02/2024		Town Council Main		Invoices	Travis Perkins	S	3.32	0.66	3.98
710	15/02/2024		Town Council Main		Invoices	Travis Perkins	S	21.53	4.31	25.84
608	16/02/2024		Town Council Main		Invoices	System IT	S			
612	16/02/2024		Town Council Main	Staff Physio	Invoices	Jo Hill	X			
659	16/02/2024		Town Council Main	Weed membrane	Invoices	Travis Perkins	S			

Created by Scribe

1 of 3

Wigton Town Council
PAYMENTS LIST

7 March 2024 (2023-2024)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
669	15/03/2024		Town Council Main	Scaffolding	Invoices	Wigton Tool Hire & Supple	S	71.95	14.39	86.34
670	15/03/2024		Town Council Main	Generator	Invoices	Wigton Tool Hire & Supple	S	17.00	3.40	20.40
671	15/03/2024		Town Council Main	Generator, Bosch t	Invoices	Wigton Tool Hire & Supple	S	49.30	9.86	59.16
680	15/03/2024		Town Council Main	Printing for Feb	Invoices	Infinity Print Solutions	S	2.74	0.55	3.29
683	15/03/2024		Town Council Main	Email protection ar	Invoices	System IT	S	9.00	1.80	10.80
684	15/03/2024		Town Council Main	3 year internet sec	Invoices	System IT	S	99.96	19.99	119.95
682	15/03/2024		Town Council Main		Invoices	Saundersons	S	91.06	18.21	109.27
711	15/03/2024		Town Council Main	Advertising for Roa	Invoices	Cumberland Council	S	565.62	113.12	678.74
668	15/03/2024		Town Council Main	Scaffolding and tw	Invoices	Wigton Tool Hire & Supple	S	12.95	2.59	15.54
679	15/03/2024		Town Council Main	QH Rent	Invoices	Mrs M Armstrong	X	1,950.00		1,950.00
687	15/03/2024		Town Council Main	Machinery Fuel	Invoices	W Ferguson Limited	L	55.67	2.78	58.45
667	15/03/2024		Town Council Main	Generator and 2 lit	Invoices	Wigton Tool Hire & Supple	S	2.80	0.56	3.36
Total								35,885.50	1,734.29	37,619.79

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
631	15/02/2024		WBXC Current	Extinguisher Mainb	Invoices	Beacon Fire Protection Ltd	S	150.60	30.12	180.72
632	15/02/2024		WBXC Current	Replace Light Fittir	Invoices	ADJ Huntington	S	90.00	18.00	108.00
643	15/02/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
644	15/02/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
645	15/02/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
646	15/02/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
674	15/02/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
647	15/02/2024		WBXC Current	Refund CO2 Detect	Invoices	Cemetery House	X	30.00		30.00
577	16/02/2024		WBXC Current	Attend Grave	Invoices	Thvoli Group Limited	S			
578	16/02/2024		WBXC Current	Attend Grave	Invoices	Thvoli Group Limited	S			
581	16/02/2024		WBXC Current	Attend Grave	Invoices	Thvoli Group Limited	S			
582	16/02/2024		WBXC Current		Invoices	Thvoli Group Limited	S			
583	16/02/2024		WBXC Current	Attend Grave	Invoices	Thvoli Group Limited	S			
648	16/02/2024		WBXC Current	Outside lighting ca	Invoices	ADJ Huntington	S			
704	21/02/2024		WBXC Current	Cemetery Power	Suppliers	E.on	L	51.50	2.58	54.08
676	15/03/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
677	15/03/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
678	15/03/2024		WBXC Current		Invoices	Thvoli	S	485.00	97.00	582.00
685	15/03/2024		WBXC Current		Invoices	Saundersons	S	44.57	8.92	53.49
712	16/03/2024		WBXC Current		Invoices	Travis Perkins	S	22.23	4.45	26.68
Total								4,268.90	840.07	5,108.97

RESOLVED

Members approved all payments.

6.2 To discuss and approve the purchase of Heras fencing

Members were informed that the grounds maintenance team requested the purchase of 10 x Heras fencing panels which will be regularly used to keep sites and assets safe whilst being repaired.

RESOLVED

Members unanimously agreed to purchase Heras fencing to the value of £530.

One councillor asked why there was petty cash on the reconciliation and requested that it be paid into the main account.

FC/158/2024 WBJC REPORT – Councillor Clark

Members were informed that there had been four funerals since the last meeting and 17 in total for the year.

It was reported that due to a number of complaints from families of those who were laid to rest in the cemetery, there had been a meeting to discuss using alternative grave diggers as there were too many issues highlighted with the current contractors. Unfortunately, the meeting was unsuccessful as the contractor that met with members couldn't agree to specific criteria that was set by the Allerdale's Bereavement Services. Criteria included not having a contingency plan of the contractor was absent, not having email to communicate and the cost being higher than the current contractor. It was agreed that the clerk would contact the current contractor and explain the issues to see if there could be a solution to reduce the number of complaints regarding sinkage of new graves. Cllr Lynch also agreed to speak to her contacts at Carlisle to see if they could offer advice.

Cllr Clark also explained the project that will be undertaken at the cemetery to allow for better access. This will involve having tarmac laid at the entrance which will also allow hearses to drive in and turn. There will also be a designated disabled space within the grounds.

It was also mentioned that the committee were looking for volunteers to repair the wrought iron benches.

FC/160/2024 GROUNDS MAINTENANCE REPORT

Dear all, please find enclosed my report for March.

Barton laws hedge - This was started by a contractor but had to stop due to the soft ground with all the bad weather that we have had lately and was making a mess. He will complete it in May but parts of the hedge he couldn't cut because they were too

thick and were left. We have managed to cut down ourselves and have shredded it all up.

Barton laws and park pitches - with all the wet weather recently it has been difficult for games to be played, but with the decent weather we've had this week I have managed to get onto the pitches, and I'm trying to mole plough the wet areas to break up the ground underneath to see if this helps in drainage . The park 9v9 pitch especially has been really wet this winter and needs drained properly through the summer. Paul Harrison has suggested that there should be users meeting which Abbeytown are looking to purchase some new nets for the teams and hopefully they can get a grant for some new slit tines for one of our machines which will help with drainage for next season.

The overflow car park at Wigton park hasn't been started yet but will be soon, this will help to protect the grass when football games are on.

We are in the process of cutting the shrub beds in R and D centre and Wigton hall area, this is a long process as there are a lot of beds to be cut and need tidied up. We have also purchased a new long reach hedge cutter with a Stihl connected appliance on it, this will hopefully help in tracking usage with HAVs in mind.

We are in the process of painting park play equipment and town benches when the weather will let us.

We haven't demolished the green park portacabin yet but will do soon – Heras fence is required for this at the cost of £600. The the park toilets need to be looked at as the roof has been raining in again due to the roof under felt been old and brittle.

We have been clearing out some allotments at Burnfoot and Longthwaite and also will be erecting some fencing to help with the rabbit problems. We also have been filling in potholes at Longthwaite and rat baiting.

Grass cutting - with the season fast approaching all machines have been serviced apart from the isiki which will be done in the early season and we will get the Parkway mower back in mid-March.

Speet Gill - the large Scotch pine that came down has been cleared up by the farmer but the area where it came down is a muddy mess plus the fence that got wrecked has not been rectified , is this ours to fix as the damage was caused by the tree coming down which was on the farmers land ?

RESOLVED

Members agreed to ask the grounds team to fix the fence at Speet Gill.

FC/161/2024 TOWN MAYOR'S REPORT

See attached.

FC/162/2024 CLERK'S REPORT

In reference to the payment list, it was noted that there was an invoice for R. BENN for the Burnfoot allotment work that had been carried out in 2022 but the invoice had just been recently sent.

It was highlighted that there was a significant amount of money being spent on monthly skips to take away general waste so the office was looking into different options to save money.

Members were told that Innovia had requested a review of the current rolling contract as well as the jobs carried out within the contract. When this was reviewed they initially mentioned that it was higher than expected but after a meeting they accepted the annual price and initially requested to have the contract in place for 6 months before they agreed to a longer contract. As part of the contract one of the changes was that the grounds team would ensure the site was ready for visitors at all times so the procurement manager did not need to call up to request an extra cut or tidy up.

In relation to the Borderlands committee which is starting up again, it was agreed that Cllrs Speysnyder and Hodson would join the committee.

The clerk explained that sensitive documents would no longer have passwords to protect them as too many people were having issues opening the documents, especially on mobile phones. A discussion followed looking at different options to ensure documents were kept safe. It was suggested that all members are provided with a gov.uk email address and that all members used Sharepoint to access documents. The clerk explained that having a gov.uk email address is a more complicated process than perhaps having an org.uk email address as you must appoint a registrant who will be responsible for the domain. An org.uk email address is still a professional email which would help councillors keep their council business and documents in a separate email account. It was suggested that a gov.uk email account is safer than another email but the clerk explained this was not the case and that any email account can be susceptible to scamming and fraudulent activity. The clerk also expressed that each councillor must take ownership for keeping their email accounts safe by following preventative measures such as not leaving emails open in a public place or by clicking on links that do not look legitimate as this could place viruses on the device used. Bank statements will no longer be sent out but will be taken to the full council meeting and all councillors have access to the bank statement by going into the office and requesting to see a copy. **ACTION** – the clerk to price up individual email accounts.

In relation to the toilets in Wigton Park, previously we were asked to consider temporary solutions until the refurbishment/replacement was priced. The annual price for one portaloos was between £1404 and £1626 NET and this included a weekly empty. It was raised that these types of toilets could be subject to vandalism. Another option was to have a cabin made from steel put in place and have the services connected, this was approximately £5000 per year. A permanent cabin with three toilets would be approximately £18000. Members asked whether it would be better to replace the existing toilet block.

RESOLVED

It was agreed that three quotes should be obtained to replace the existing toilet block before any decision was made.

FC/162/2024 MEMBER REPORTS

Councillor Jackson – reported resident complaints around the shabbiness of the town with dog fouling still being an issue. It was noted that the residents of Burnside were still concerned about the risk of flooding.

Councillor Hodson – attended the pantomime and worked with Howdens to gain donations for local businesses. Also attended the funeral of Len Holden.

Councillor Speksnyder – asked whether it be a good idea if the pond at Throstle Park could be named and whether a competition could be a way to choose the name.

Councillor Ferriby – mentioned it was good to see the Police having a better presence in the town. It was also reported that roadworks signs that are on the pavement are causing a hazard.

Councillor Huntington – asked who was responsible for the poppies and wondered if the grounds team could remove them.

Meeting closed 20:55

Date of next meeting: Wednesday 10th April 2024