

A MEETING OF THE FULL COUNCIL WAS HELD ON

WEDNESDAY 12TH MARCH AT 7.00PM

PRESENT –

Councillor Sandra Hodson (Chairman and Mayor)
Councillor Chris Stapley
Councillor Shane McCarthy
Councillor Mary Huntington
Councillor Mary Clark
Councillor Anne Jackson
Councillor Chris Scott
Councillor Joan Greenup
Councillor David Ferriby
Councillor John Hamblin
Councillor John Crouch
Councillor Monique Speksnyder

Clerk: Emma Ireton

FC/125/2025 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

FC/126/2025 MINUTES FROM PREVIOUS MEETING

To agree to the Full Council minutes of the 12th February 2025 – **Approved**

FC/127/2025 MATTERS ARISING FROM MINUTES – APPENDIX 1

Members received an update regarding open actions.

FC/128/2025 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

Cllr Hodson Item 7.1

FC/129/2025 EXCLUSIONS OF PRESS AND PUBLIC

Agenda item 9 and 13 moved to a closed session due to confidentiality.

FC/130/2025 PUBLIC PARTICIPATION

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

6.1 Public Participation

NONE

6.2 Cumberland Authority Report

Cumberland Councillor Elaine Lynch had prepared a presentation on the 2025/2026 budget. To summarise, £800m will be spent on essential services in the new financial year of which £333m has come from council tax, 27% come from business rates and 19% from grants. It was stated services were in higher demand but also the cost of the services had increased.

The transformation plan had saved a substantial amount of money, for example looking at travel and associated costs. More money needed to be saved in the long run and only £23m of financial support was given by the government which covered the investment costs.

Overall there was a 4.99% increase in Council Tax and 2.99% of this was towards vital services and 2% for adult social care.

In relation to Wigton, 80% belonged to the A-C banding and band A would see an increase of £1.16 per week. It was also highlighted that the Cumberland Council had a great Council Tax reduction scheme to help those in need.

In Wigton, on Greenacres the family hub will have a celebration event on the 17th April from 10am – 4pm.

It was reported there would be a waste review where services would be harmonised across the area so Wigton will start receiving bin collections every two weeks.

The bollards are now in place at Tenters but more bollards are required at the Lowmoor Road end. The bollards at Woolner Brook are also being looked at.

FC/131/2025 Finance Matters

7.1 To receive and authorise Payments and Bank Reconciliation for February 2025

Members received the payment lists and monthly reconciliation to review prior to the meeting.

RESOLVED

Payments for February 2025 were **UNANIMOUSLY** approved.
February's reconciliation was also **UNANIMOUSLY** approved.

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council PAYMENTS LIST

12 March 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
592	Christmas Event	13/02/2025		Town Council Main	Generator	Invoices	Wigton Tool Hire & Supplie	S	22.00	4.40	26.40
593	Dalton Shelter	13/02/2025		Town Council Main	JCB Beaver breake	Invoice	Wigton Tool Hire & Supplie	S	35.80	7.16	42.96
631	Allotments Running Costs	13/02/2025		Town Council Main		Invoice	Tynedale Farm Services	S	44.40	8.88	53.28
647	Park Maintenance	13/02/2025		Town Council Main	Phoenix Park Fenc	Invoice	Laversdale Timber	S	126.49	25.30	151.79
649	Park Maintenance	13/02/2025		Town Council Main	Wooden rails	Invoice	Laversdale Timber	S	110.40	22.08	132.48
714	Clothing/PPE	13/02/2025		Town Council Main	Printing	Invoice	Stitch & Print	S	7.50	1.50	9.00
717	Bedding Plants and Shrubs	13/02/2025		Town Council Main	Money for plants	Receipt		X	10.13		10.13
712	Fuel	13/02/2025		Town Council Main	Fuel	Invoice	D A Harrison	S	276.77	55.36	332.13
711	Dalton Shelter	13/02/2025		Town Council Main	Skips Dalton shelte	Invoices	Cumbria Waste Group	S	410.00	82.00	492.00
718	Park Maintenance	13/02/2025		Town Council Main		Invoice	Laversdale Timber	S	31.22	6.24	37.46
695	House repairs	13/02/2025		WBJC Current	New window hous	Invoice	Premier Glass	S	865.00	173.00	1,038.00
713	Equipment/Materials	13/02/2025		Town Council Main	Scaffold tower hire	Invoice	Wigton Tool Hire & Supplie	S	30.00	6.00	36.00
711	Mushroom Repairs	13/02/2025		Town Council Main	Skips Dalton shelte	Invoices	Cumbria Waste Group	S	370.00	74.00	444.00
726	Public Toilets Running Costs - i	13/02/2025		Town Council Main		Invoice	Nicolle's Cleaning Services	X	843.75		843.75
725	Wages - NET	13/02/2025		Town Council Main	Feb Wages	Wages	Wages	E	12,750.50		12,750.50
729	Equipment/Materials	13/02/2025		Town Council Main	BSW Sawm	Invoice	Travis Perkins Trading Con	S	12.60	2.52	15.12
730	Equipment/Materials	13/02/2025		Town Council Main	Angle bracket and	Invoice	Travis Perkins Trading Con	S	54.04	10.81	64.85
731	Equipment/Materials	13/02/2025		Town Council Main	Grip post	Invoice	Travis Perkins Trading Con	S	9.64	1.93	11.57
732	Equipment/Materials	13/02/2025		Town Council Main	Sealant, drill bit an	Invoice	Travis Perkins Trading Con	S	20.72	4.15	24.87
733	Equipment/Materials	13/02/2025		Town Council Main	Tape	Invoice	Travis Perkins Trading Con	S	14.67	2.93	17.60
734	Equipment/Materials	13/02/2025		Town Council Main	Rock salt	Invoice	Travis Perkins Trading Con	S	112.44	22.49	134.93
719	Fire Extinguisher Checks	13/02/2025		WBJC Current	House and Cemete	Invoice	Beacon Fire Protection Ltd	S	247.61	49.52	297.13
744	Maintenance	13/02/2025		WBJC Current		Invoice	Jan Green	X	150.00		150.00
735	Subscriptions	17/02/2025		Town Council Main	Adobe DD	Invoice	Adobe	X	16.64		16.64
743	Public Loans Board	17/02/2025		Town Council Capital		Invoice	Public Works Loan Board	X	4,041.86		4,041.86
720	Insurance ALL	18/02/2025		Town Council Main	Annual fee	Invoice	Zurich	S	9,879.23	1,975.85	11,855.08
721	Equipment/Materials	18/02/2025		Town Council Main		Invoice	Laversdale Timber	S	111.08	22.22	133.30
755	Bedding Plants and Shrubs	18/02/2025		Town Council Main		Invoice	Capsticks	S	41.40	8.28	49.68
745	Electricity	18/02/2025		WBJC Current		Suppliers	E.on	L	44.21	2.21	46.42
736	Wages - NET	19/02/2025		Town Council Main	Feb Pensions	Invoice	Cumbria Local Government	X	4,950.65		4,950.65
597	Barton Laws Running costs/Ino	20/02/2025		Town Council Main	Maintenance of BL	Invoice	ID5 Fire & Security	S	852.97	170.59	1,023.56
759	Equipment/Materials	20/02/2025		Town Council Main	Road planings	Invoice	Cumbria Waste Group	X	28.34		28.34
738	Barton Laws Running costs/Ino	21/02/2025		Town Council Main	BL Power	Suppliers	Total Energies	L	111.44	5.57	117.01



Find text or tools

Wigton Town Council PAYMENTS LIST

12 March 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
737	Allotments Running Costs	21/02/2025		Town Council Main	Allotment Water	Suppliers	Waterplus	S	78.18	15.64	93.82
739	Depot Running Costs - not rent	21/02/2025		Town Council Main	Depot Power	Suppliers	Total Energies	L	118.27	5.91	124.18
741	Subscriptions	22/02/2025		Town Council Main	Carva Subscription	Invoice	CANVA	S	10.82	2.17	12.99
756	Barton Laws Running costs/Ino	24/02/2025		Town Council Main	Drainage	Invoice	North Stonework & Landsc	X	1,060.00		1,060.00
754	Consumables	24/02/2025		Town Council Main		Receipt	B&M store	X	7.59		7.59
740	Barton Laws Running costs/Ino	25/02/2025		Town Council Main	BL Water	Suppliers	Waterplus	S	41.66	8.33	49.99
742	PAYE	25/02/2025		Town Council Main	Feb PAYE	Invoice	HMRC - PAYE	X	3,715.73		3,715.73
751	Room Hire	28/02/2025		Town Council Main	Room hire	Invoice	NADT	X	134.14		134.14
752	Room Hire	28/02/2025		Town Council Main	Room Hire	Invoice	NADT	X	45.00		45.00
746	Water	28/02/2025		WBJC Current		Suppliers	Waterplus	S	10.84	2.17	13.01
753	Rent of Market Hall INCL public	28/02/2025		Town Council Main		Invoice	Solway Plain Futures	E	893.41		893.41
758	Equipment/Materials	28/02/2025		Town Council Main		Invoice	Dalston Aggregates	S	304.00	60.80	364.80
760	Equipment/Materials	28/02/2025		Town Council Main	Road planings	Invoice	Cumbria Waste Group	S	287.00	57.40	344.40
765	Internet, phones and mobiles	06/03/2025		Town Council Main	Feb Back up and S	Invoice	System IT	S	9.00	1.80	10.80
763	Room Hire	14/03/2025		Town Council Main	Room hire	Invoice	NADT	X	40.00		40.00
771	Maintenance	14/03/2025		WBJC Current	Cleaning spray hes	Invoices	Saundersons	S	15.00	3.00	18.00
769	Machinery Maintenance	14/03/2025		Town Council Main		Invoices	Ricker by Limited	S	323.79	64.76	388.55
773	Machinery Maintenance	14/03/2025		Town Council Main	Repair brushcutter	Invoices	W M Plant	S	208.63	41.73	250.36
774	Machinery Maintenance	14/03/2025		Town Council Main	Repair hedgecutter	Invoice	W M Plant	S	75.00	15.00	90.00
775	Machinery Maintenance	14/03/2025		Town Council Main	blower repair	Invoice	W M Plant	S	57.50	11.50	69.00
776	Machinery Maintenance	14/03/2025		Town Council Main	Hedgetrimmer rep	Invoice	W M Plant	S	155.30	31.06	186.36
772	Machinery Hire	14/03/2025		Town Council Main	Chipper hire	Invoices	W M Plant	S	322.00	64.40	386.40
764	Internet, phones and mobiles	14/03/2025		Town Council Main		Invoice	System IT	S	5.00	1.00	6.00
764	Internet, phones and mobiles	14/03/2025		Town Council Main		Invoice	System IT	S	4.00	0.80	4.80
762	Park Maintenance	14/03/2025		Town Council Main	Park bin	Invoice	Glasdon	S	203.23	40.65	243.88
766	Welfare	14/03/2025		Town Council Main	Physio	Invoices	Fellside Physio	X	67.50		67.50
770	Equipment/Materials	14/03/2025		Town Council Main		Invoices	Saundersons	S	112.92	22.58	135.50
768	skip hire	14/03/2025		Town Council Main	3 x skips	Invoices	Aspatria Skip Hire	X	825.00		825.00
767	Printing	14/03/2025		Town Council Main		Invoice	Infinity Print Solutions	S	5.93	1.19	7.12
793	Public Toilets Running Costs - i	14/03/2025		Town Council Main		Invoices	Nicolle's Cleaning Services	X	687.50		687.50
786	Allotments Running Costs	14/03/2025		Town Council Main	Skip allotment	Invoice	D A Harrison	S	370.00	74.00	444.00
789	Allotments Running Costs	14/03/2025		Town Council Main		Invoice	Laversdale Timber	S	73.98	14.80	88.78
777	Allotments Running Costs	14/03/2025		Town Council Main	Postcrete and rails	Invoice	Laversdale Timber	S	155.58	31.12	186.70
778	Allotments Running Costs	14/03/2025		Town Council Main	Allotment fencing	Invoices	Laversdale Timber	S	88.53	17.71	106.24
781	Training	14/03/2025		Town Council Main	Staff TRAINING	Invoices	CALC	X	42.00		42.00

Wigton Town Council
PAYMENTS LIST

12 March 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
784	Training	14/03/2025		Town Council Main	5C finance training	Invoices	CALC	X	42.00		42.00
785	Training	14/03/2025		Town Council Main	2 X RPIII Exam	Invoice	CALC	X	540.00		540.00
782	Vehicle Maintenance	14/03/2025		Town Council Main	Tipper repairs	Invoices	Richard Miller	S	384.60	76.92	461.52
787	Fuel	14/03/2025		Town Council Main	Fuel Vans	Invoices	W Ferguson Limited	L	117.22	5.86	123.08
788	Fuel	14/03/2025		Town Council Main		Invoice	D A Harrison	S	280.15	56.03	336.18
783	Machinery Maintenance	14/03/2025		Town Council Main	Machine services	Invoice	Lloyd Ltd	S	744.67	148.93	893.60
779	Rent Depot	14/03/2025		Town Council Main	Depot Rent	Invoice	Michael Armstrong	X	975.00		975.00
780	Rent Depot	14/03/2025		Town Council Main	Depot	Invoice	Tom Armstrong (Depot)	X	975.00		975.00
791	Park Maintenance	14/03/2025		Town Council Main	Speet Gill	Invoice	Drainwise	S	40.41	8.08	48.49
792	Park Maintenance	14/03/2025		Town Council Main		Invoice	Drainwise	S	58.27	11.66	69.93
790	Pitch Maintenance	14/03/2025		Town Council Main	BL	Invoices	Drainwise	S	98.68	19.74	118.42
Total									51,443.53	3,661.73	55,105.26

7.2 To be informed of the finance committee's decision to approve the company MOD to design Wigton Town Council's new website.

Prior to the meeting members received the quote from the company MOD (Ministry of Doing). The quote had also been approved at the finance meeting held on the 3rd March 2025. Comparisons of price were made by searching online and previous quotes to re-design the website. The cost of just building the website was £3420 and the annual ongoing costs were £320. The total cost in 2025/2026 was £3740.

RESOLVED

Members **UNANIMOUSLY** agreed to choose MOD to redesign the Wigton Town Council website. It was decided not to pay for photographs as WTC have access to professional photographs that can be used for the website.

7.3 Checking reconciliations and bank statements – Cllr Ferriby

Cllr Ferriby stated that he had been in the office to undertake the quarterly check to verify bank reconciliations and all accounts. an audit of bank statements and reconciliations which is a requirement set out in Wigton Town Council's financial regulations. The outcome was positive, there were no concerns, and all paperwork was in good order.

7.4 To consider purchasing a new mulching mower out of the new 2025/2026 budget

The grounds team currently have two mulching mowers that are used constantly throughout the summer months. Last year during the summer period, both mowers had to be sent to be repaired which meant a mower had to be hired. As both machines are aging it was suggested that a third, new mower be purchased to allow the team to continue working if the same situation as last year occurred. A quote was received from Lloyds Agriculture for £1095 + VAT, an online search to compare prices found that Lloyds was the cheapest price for the same Honda mower.

RESOLVED

Members **UNANIMOUSLY** voted to approve the purchase from Lloyd Agriculture.

FC/132/2025 Grounds Report

Speet Gill - work will start Monday 10th March to fix the path where the tree fell, a drain will be put in to stop water running down the path too. The bridge will then be power washed and the path from the bridge to the entrance of Speet Gill will be edged.

Allotment No. 31 has had the fence fixed, which came down during the storm. A new post has been put in and the pig wire recycled.

Some of the town's benches and planters have been painted and in doing so I've noticed how bad for rust and holes the bench on West Road is, opposite the bowling club. We are going to take it in and see if we can repair it for now, but it could be an idea to replace it.

Fell view park swings and monkey bars have been cleaned and a fresh coat of paint, on the cradle swings although there's a large hole rusted through on the top, we will monitor it, but it will eventually either need welded or will require a new leg.

All machines have now been serviced and are ready for cutting season, but the combi has gone to WM plant for repairs because the throttle has gone.

Still waiting on Lloyds to see if they can fix our scarifier as sisis no longer make that model so no longer make the part the machine needs.

We've started to edge the paths at Phoenix Park, I've noticed and members of the public have mention about the amount of dog poo up there, I know we can't do much about it but maybe could put an extra bin up there.

During the half term we had a clean-up in the schools, the moss was sprayed, shrubs cut, debris off trees picked up and topped some shrub and rose beds with mulch.

Bus shelters have also been cleaned.

FC/133/2025 Cemetery Update

Cllr Clark mentioned that the CCTV had been approved by the committee and it would be installed over the next few weeks.

It was shared that the summer contract had started and that Hills were going to repair the chapel doors.

Members were also advised that Cllr Girvan met with Able Memorials to discuss refurbishing the cenotaph.

A gardener has also been budgeted for to help maintain the cemetery and undertake the duties that volunteers currently do.

The rest of the agenda item was moved to Part 2 - CONFIDENTIAL

FC/134/2025 Mayor's Engagements

Attended the Methodist Church for their Valentines event and also went to see Fiona singing at the singathon.

Attended the darts club.

Volunteer Roadshow – attended and advertised WTC councillor positions and positions within the WAERG (Wigton Area Emergency Response Group)

Invited to John Peel's pantomime.

Attended the NHS Melissa bus.

Attended the official opening of the Thrifty Throstle.

Attended the Catholic Church to view the fraternal cross.

Attended St Mary's coffee morning which kick started their funding for the new windows.

Had pancakes and visited the Methodist Church for the string quartet.

FC/135/2025 Clerk's Report

The clerk asked members who owned the flower bed in the car park next to the Throstle and was told that several organisations have taken responsibility for it over the years but currently nobody is maintaining it. The clerk suggested that the council take over responsibility and allow the apprentice in the grounds team to take ownership as part of his course. Members **APPROVED** this motion.

Members were advised that the Annual Town meeting would take place on 7th May and those that received grants would be invited to discuss how they money has helped their organisation. It would also allow WTC to provide an update on projects.

Members were advised that an allotment holder who previously had appealed the decision to not replace their gate on their allotment had taken their complaint to the MP. An update from the Allotment Association was provided, they advised WTC to review their allotment rules as the only responsibility that the council has is to provide allotments and no more.

The clerk informed members that the scarifier that the grounds team used to work on the bowling green and St Mary's Church was not repairable. A quote was received for a replacement which was £6150 + VAT, the clerk advised against this purchase as it is only used twice per year so recommended against the purchase of a replacement and instead review other options such as hiring or buying an alternative. The clerk agreed to do some research and feed back to the council.

Members were informed that some of the tubs/planters were rotten so would need replacing.

An update was provided regarding the external auditors who had recently been in touch to inform us that WTC had been selected for an intermediate review for the 2023/2024 period which involved sending extra evidence which the clerk/RFO is working through and will return.

Members were asked who wanted to be the representatives for the Policing Pledge – Cllrs Jackson and Scott agreed.

FC/136/2025 Members Reports

12. 1 Cllr Jackson – raised complaints regarding the King's Arms and other buildings been left in disrepair. Also stated that a member of the public requested Cllr Jackson meets with them and Marcus Savours – Campbell to review all the listed buildings been left to rot. An incident regarding a dog owner not picking up dog mess outside Saunderson's was noted as well as cigarette butts and smashed glass outside of pubs. Requested that the town plan requires updating.

Cllr Speksnyder – Suggested the town council starts to consider what they would like in relation to planning development.

Cllr Scott – Suggested 106 money is requested off the new developments in Wigton. It was decided this should go to the staffing, planning and development committee.

Cllr Hetherington – Requested the town council donate money towards St Mary's Church windows.

Cllr Ferriby – reminded all that the leisure, history and business leaflets still need to be designed.

Cllr Clark – gave her thoughts regarding empty buildings which could lead to crimes being committed. Also stated there was an issue with the cemetery being used as a dog walk, especially when dogs are loose or allowed to go to the toilet.

12.2 Cllr Hodson requested an agenda item for the April meeting which is to vote on changing the full council and annual town council meeting from the 14th May to an alternative date.

FC/137/2025 Co-option of new member

Mr Paul Shone was in attendance and during this agenda item was asked to answer some pre-prepared questions. Mr Shone provided some information regarding his background including some of his skills and qualities. Members then voted on his co-option.

RESOLVED

Members voted **UNANIMOUSLY** to co-opt Mr Paul Shone onto Wigton Town Council.

Meeting Closed – 20:46

Date of next meeting: Wednesday 12th March 2025

Action	Responsibility	Completion Date	Complete	Comments
Arrange for metal gates to be installed on the public toilets.	EI/SC	30 th March 2025		Complete
Clean bus shelters	EI/Grounds	30 th April 2025		Complete
Add SC to accounts	SC	30 th March 2025		Complete
Date to meet at Dalton Shelter	FC	26 th April 2025	YES	Complete
Copy of toilet agreement	EI	30 th March 2025		Need to look for paper copy in office as there is no electronic versions available.
Get prices for new website	SC	1 st April 2025		Complete
Get quotes for park drainage	EI/SC	30 th May 2025		Ongoing
Price up a mulching mower	EI/SC	31 st March 2025		Complete
Price up a new trailer and find out cost of repairing current trailer and find value of it.	EI/SC	30 th May 2025		Remove from actions. Repair current model and budget for new one in the next financial year.
Price up tower scaffold	EI/SC	30 th May 2025		Ongoing
Price up generator	EI/SC	30 th May 2025		Ongoing