

A MEETING OF THE FULL COUNCIL WAS HELD ON

WEDNESDAY 12TH FEBRUARY 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/112/2025 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

FC/113/2025 MINUTES FROM PREVIOUS MEETING

To agree to the Full Council minutes of the 15th January 2025 – **Approved**

FC/114/2025 MATTERS ARISING FROM MINUTES – APPENDIX 1

Members received an update regarding open actions.

FC/115/2025 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

FC/116/2025 EXCLUSIONS OF PRESS AND PUBLIC

Agenda item 10 was moved to a closed session due to confidentiality.

FC/117/2025 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 was in attendance and provided the following update.

Attended the apprenticeship skill fair competition at Carlisle College as part of the National Apprenticeship week, students from all the NCG colleges gathered at Carlisle for the final competition. Entries were from all trade areas, for example hair, beauty and plastering etc. Afterwards attended Cumberland House where all the new apprenticeships were unveiled.

It was explained that the new family hub was due to be launched, and the family hub bus donated by Stagecoach will be visiting rural areas. The bus has private meeting rooms and a kitchen for visitors such as families to use. The strategy behind it is to provide support to families who may face issues before the issues escalate.

Coming up in April the Healthy Child contract will be renewed with the contract given to a health service from Harrogate. The issue with health visitors will be addressed in West Cumbria with new services being implemented for ages 0-19.

Visited the Safeguarding Hub which now houses all the partners involved in Safeguarding such as the Police and Social workers etc. It is much better having all services in the same room.

It was noted that having a Cumbria Mayor was being looked at, both Westmorland Council and the Cumberland Council must agree for this to happen. A government led public consultation exercise held with both councils will be required before a decision is made later in the year.

The budget is due to be finalised with a pre-meeting taking place with the executive team, it was noted that the public were consulted about where money should be spent.

It was shared that £1million pounds had been saved by revising school travel due to efficiencies being made. One example of this was the strategy to develop independent travel skills for some users.

It is proposed the Taste of Wigton event will take place on Saturday 26th April 2025.

FC/118/2025 Finance Matters

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

Members received the payment lists prior to the meeting to approve.

RESOLVED

Payments for January 2025 were **UNANIMOUSLY** approved.

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council PAYMENTS LIST

12 February 2025 (2024-2025)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
641 Public Toilets Running Costs -	16/01/2025		Town Council Main	Public toilets	Invoice	Nicolle's Cleaning Services	X	575.00		575.00
710 Christmas Event	16/01/2025		Town Council Main	Trees down	Invoice	HH Electrical	X	700.00		700.00
581 Mushroom Repairs	17/01/2025		Town Council Main	Mushroom materia	Invoice	Travis Perkins	S			
582 Mushroom Repairs	17/01/2025		Town Council Main	Mushroom materia	Invoice	Travis Perkins	S			
626 Barton Lavs Running costs/Ino	17/01/2025		Town Council Main	BL Alarm mainten	Invoice	IDS Fire & Security	S			
595 Clothing/PPE	17/01/2025		Town Council Main	2x Jackets	Invoice	Stitch & Print	S			
677 Subscriptions	17/01/2025		Town Council Main		Invoice	Adobe	X	16.64		16.64
657 Mayors Fund	17/01/2025		Town Council Main	Burns Night Chart	Receipt	Tom Chamberlain (Wigton	X	41.00		41.00
589 Grave Digging	17/01/2025		WBJC Current	AM	Invoice	Tivoli Group Limited	S			
656 Fuel	17/01/2025		Town Council Main	Fuel	Invoices	D A Harrison	S	169.20	33.84	203.04
579 Dalton Shelter	20/01/2025		Town Council Main	Dalton Shelter	Invoice	Travis Perkins	S	194.85	38.97	233.82
580 Mushroom Repairs	20/01/2025		Town Council Main	Mushroom sub bas	Invoice	Travis Perkins	S	63.85	12.77	76.62
678 Barton Lavs Running costs/Ino	20/01/2025		Town Council Main	BL Gas Quarter	Invoices	Total Energies	L	566.22	28.31	594.53
594 Equipment/Materials	20/01/2025		Town Council Main		Invoice	Drainwise	S	22.89	4.58	27.47
630 Equipment/Materials	20/01/2025		Town Council Main		Invoice	Saundersons	S	35.42	7.08	42.50
648 skip hire	20/01/2025		Town Council Main		Invoice	Aspatria Skip Hire	X	825.00		825.00
683 Equipment/Materials	20/01/2025		Town Council Main		Invoices	Travis Perkins	S	8.04	1.61	9.65
686 Equipment/Materials	20/01/2025		Town Council Main		Invoices	Travis Perkins	S	4.47	0.90	5.37
687 Equipment/Materials	20/01/2025		Town Council Main		Invoices	Travis Perkins	S	9.51	1.90	11.41
688 Mushroom Repairs	20/01/2025		Town Council Main	Mushroom	Invoice	Travis Perkins	S	58.89	11.78	70.67
684 Mushroom Repairs	20/01/2025		Town Council Main	Mushroom materia	Invoice	Travis Perkins	S	6.78	1.36	8.14
685 Mushroom Repairs	20/01/2025		Town Council Main		Invoice	Travis Perkins	S	27.12	5.42	32.54
682 Pension	20/01/2025		Town Council Main	Pension Jan	Invoices	Cumberland Council Pensio	X	4,942.67		4,942.67
596 Christmas Event	20/01/2025		Town Council Main	50x Christmas car	Invoice	Firpress	S	50.00	10.00	60.00
627 Internet, phones and mobiles	20/01/2025		Town Council Main	back up and securi	Invoices	System IT	S	5.00	1.00	6.00
627 Internet, phones and mobiles	20/01/2025		Town Council Main	back up and securi	Invoices	System IT	S	4.00	0.80	4.80
679 Christmas Lights Costs	20/01/2025		Town Council Main	Replacement cater	Invoice	Blachere Illumination	S			
655 Christmas Lights Costs	20/01/2025		Town Council Main	Festive stairs instai	Invoice	Blachere Illumination	S	1,285.00	257.00	1,542.00
628 Printing	20/01/2025		Town Council Main	Printing	Invoice	Infinity Print Solutions	S	5.57	1.12	6.69
680 Rent Depot	20/01/2025		Town Council Main	Depot rent split W	Invoices	Mike Armstrong Depot	X			
681 Rent Depot	20/01/2025		Town Council Main		Invoice	Tom Armstrong (Depot)	X			
632 Rent Depot	20/01/2025		Town Council Main	Depot rent split	Invoice	Tom Armstrong (Depot)	X	975.00		975.00
633 Rent Depot	20/01/2025		Town Council Main	Depot rent split	Invoices	Michael Armstrong	X	975.00		975.00
629 Machinery Hire	20/01/2025		Town Council Main	Chipper	Invoice	W M Plant	S	153.95	30.79	184.74

PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
586	20/01/2025		Town Council Main	Chipper	Invoice	Wigton Tool Hire & Supplie	S	37.70	7.54	45.24
585	20/01/2025		Town Council Main	Two stroke oil	Invoice	Wigton Tool Hire & Supplie	S	12.95	2.59	15.54
623	20/01/2025		Town Council Main	Gas oil Machinery	Invoice	W Ferguson Limited	L	69.66	3.48	73.14
654	20/01/2025		Town Council Main	New Caterary syst	Invoice	Blachere Illumination	S	3,949.96	789.99	4,739.95
689	21/01/2025		Town Council Main	PAT Depot	Invoices	UK Safety Management Ltc	S	84.00	16.80	100.80
690	21/01/2025		Town Council Main	PAT BL	Invoice	UK Safety Management Ltc	S	84.00	16.80	100.80
691	21/01/2025		Town Council Main	PAT MH	Invoice	UK Safety Management Ltc	S	84.00	16.80	100.80
660	21/01/2025		Town Council Main	PAT TESTING X 3 :	Invoices	UK Safety Management Ltc	S			
705	21/01/2025		WB3C Current	Power	Invoice	E.on	L	42.83	2.14	44.97
693	22/01/2025		Town Council Main	ELECTRIC BL	Invoice	Total Energies	L	114.73	5.74	120.47
692	22/01/2025		Town Council Main	ELECTRIC Depot	Invoice	Total Energies	L	112.50	5.63	118.13
694	22/01/2025		Town Council Main	Subscription for ad	Invoice	CANVA	S	10.82	2.17	12.99
696	23/01/2025		Town Council Main	water allotment	Invoices	Waterplus	S	78.18	15.64	93.82
697	23/01/2025		Town Council Main	PAYE DEC	Invoices	HMRG - PAYE	X	4,146.91		4,146.91
698	23/01/2025		Town Council Main	Ticket Quartet	Invoices	David Feriby - Methodist C	X	15.00		15.00
659	23/01/2025		WB3C Current	Backfill grave	Invoices	Tivoli	S	50.00	10.00	60.00
706	23/01/2025		WB3C Current	Dow	Invoice	Tivoli	S	510.00	102.00	612.00
658	23/01/2025		WB3C Current	Trade Waste	Invoices	Cumberland Council	E	80.00		80.00
624	23/01/2025		WB3C Current	Hoisting	Invoice	Gower Consultants	S	984.20	196.84	1,181.04
625	23/01/2025		WB3C Current	Support maintenar	Invoice	Gower Consultants	S	849.52	169.90	1,019.42
715	24/01/2025		WB3C Current	Burial Fees	Invoice	Cumberland Council	S	1,860.00	372.00	2,232.00
716	24/01/2025		WB3C Current	Overpayment dedc	Invoice	Cumberland Council	X	475.60		475.60
699	27/01/2025		Town Council Main	Water BL	Invoice	Waterplus	S	41.66	8.33	49.99
701	27/01/2025		Town Council Main	Road plantings - DE	Invoice	Cumbria Waste Group	S	215.50	43.10	258.60
661	27/01/2025		Town Council Main	SSL Cert	Invoices	BeDot Media Group	S			
700	27/01/2025		Town Council Main	SSL Cert	Invoices	BeDot Media Group	S	17.95	3.59	21.54
702	28/01/2025		Town Council Main	BL Waste water	Invoice	Waterplus	S	43.77	8.75	52.52
703	28/01/2025		Town Council Main	Consumables	Invoice	Amazon	S	29.26	5.85	35.11
704	29/01/2025		Town Council Main	Postage	Receipt	Post Office Counter	X	21.45		21.45
662	31/01/2025		WB3C Current	D 0074842	Invoice	Tivoli	S	510.00	102.00	612.00
708	31/01/2025		WB3C Current	Plants	Invoices	SGL Ground Services	S	108.00	21.60	129.60
707	31/01/2025		WB3C Current	Septic tank service	Invoices	Fosters Building & Drainag	S	754.88	150.96	905.86
663	04/02/2025		Town Council Main	Christmas lights s	Invoice	CTM Carlisle Ltd	S	774.00	154.80	928.80
665	05/02/2025		Town Council Main	Staff welfare	Invoice	Jo Hill	X	38.00		38.00

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Wigton Town Council
PAYMENTS LIST

12 February 2025 (2024-2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
695	06/02/2025		WB3C Current	New window hous	Invoice	Premier Glass	S	865.00	173.00	1,038.00
711	14/02/2025		Town Council Main	Skips Dalton shelte	Invoices	Cumbria Waste Group	S	410.00	82.00	492.00
713	14/02/2025		Town Council Main	Scaffold tower hire	Invoice	Wigton Tool Hire & Supplie	S	30.00	6.00	36.00
711	14/02/2025		Town Council Main	Skips Dalton shelte	Invoices	Cumbria Waste Group	S	370.00	74.00	444.00
714	14/02/2025		Town Council Main	Printing	Invoice	Stitch & Print	S	7.50	1.50	9.00
718	14/02/2025		Town Council Main	JCB Beaver breake	Invoice	Laversdale Timber	S	31.22	6.24	37.46
592	14/02/2025		Town Council Main	Generator	Invoices	Wigton Tool Hire & Supplie	S	22.00	4.40	26.40
717	14/02/2025		Town Council Main	Money for plants	Receipt		X	10.13		10.13
712	14/02/2025		Town Council Main	Fuel	Invoice	D A Harrison	S	276.77	55.36	332.13
719	14/02/2025		WB3C Current	House and Cemets	Invoice	Beacon Fire Protection Ltd	S	247.61	49.52	297.13
593	15/02/2025		Town Council Main	JCB Beaver breake	Invoice	Wigton Tool Hire & Supplie	S	35.80	7.16	42.96
597	17/02/2025		Town Council Main	Maintenance of BL	Invoice	IDS Fire & Security	S	852.97	170.59	1,023.56
631	17/02/2025		Town Council Main	Invoice	Invoice	Tynedale Farm Services	S	44.40	8.88	53.28
649	17/02/2025		Town Council Main	Wooden rails	Invoice	Laversdale Timber	S	110.40	22.08	132.48
647	17/02/2025		Town Council Main	Phoenix Park Fenc	Invoice	Laversdale Timber	S	126.49	25.30	151.79
Total								31,370.39	3,370.32	34,740.71

7.2 To consider using funding to change to gov.uk and replace current website – details to follow

Members were advised there was still funding available until March 2025 of £100 to pay towards a gov.uk domain. In 2023 the internal auditor highlighted that the Wigton Town Council website required improvements and while there has been some improvements, they are limited due to the type of site it is. As the government are also recommending parish and town councils move to a .gov domain, this seems an appropriate time to develop a new website under this new domain.

Aspatria Town Council has just had theirs improved so we have contacted the company to request a quote, it was hoped this quote would be ready for this meeting which it wasn't so this item will be deferred until there is more information to provide.

Councillors were keen to move to the gov.uk website and for councillors to also have .gov.uk email accounts. The clerk will investigate this and feedback with more information.

7.3 To consider and vote on changing CCTV maintenance from Bedroq to Cumbria Constabulary.

Prior to this meeting members were sent an email from Cumbria Constabulary who proposed the following:

'The Constabulary's proposal, assuming that you're interested, is to leverage the buying power of the much bigger Constabulary CCTV contract and offer to buy in the ongoing revenue costs of Servicing & Maintenance along with 4G Sim coverage into the Constabulary Contract.

This would mean reduced costs for the Town Councils compared to current costs and would provide increased level of service & maintenance for the cameras as the Constabulary currently have the Gold standard of service & maintenance that includes onsite repairs.

Currently, the Town Councils are paying somewhere in the region of £2000 per camera per year for Service/Maintenance and 4G Sims. The Constabulary is proposing an annual contribution from the Town Councils of £850 per camera per year, therefore realising a substantial cost saving. The only difference would be that the Councils would be paying the Constabulary an annual contribution towards the cost of the camera service and maintenance and not Bedroq for the ongoing revenue payments.'

Members were informed that under this proposal Wigton Town Council would be paying £2550 NET as opposed to the current annual fee of £6005.52 NET.

Cumbria Constabulary confirmed that Bedroq would refund the payments that have already been made from 1st April – 30th September as the new contract with CC would commence on 1st April.

RESOLVED

Members **UNANIMOUSLY** voted in favour of the new proposal.

7.4 To consider undertaking drainage work at Barton Laws

Members were informed of ongoing complaints about the poor drainage at the top end of the Barton Laws playing field which caused issues when playing on the field.

North Stonework and Landscaping had inspected the issue for free and provided a quote to insert some drains that would help the water drain away. It was proposed that Wigton Town Council pay for the materials so the VAT could be reclaimed and the North

Stonework would only invoice for labour and machine hire which would total £1060. North Stonework is a local contractor on the Wigton Town Council list of approved contractors who can undertake certain jobs without having to gain further quotes.

Members asked about the park drainage which also requires drainage work, it was explained that this would be a larger job therefore would require several quotes before work could be undertaken.

RESOLVED

Members **UNANIMOUSLY** voted to approve the works.

FC/119/2025 Dipping Platform – Cllr Speksnyder

Cllr Speksnyder sent members a rationale for a dipping platform prior to the meeting. It was noted there was a proposal to erect a dipping platform back in 2023 but it had not been agreed by full council as it was just a suggestion that was included in the Borderlands application. As Borderlands projects are not yet materialising it was requested that the dipping platform be approved by full council now with the cost of building coming from funding that Cllr Speksnyder had sourced.

Members discussed the platform and decided that this should be dealt with by the Parks, Open Spaces and Allotments Committee and any funding application should be submitted by the office.

FC/120/2025 Grounds Report

Barton laws and park pitches

There has been a lot of play on the pitches lately. We could do with stronger/tougher slit tines for our multi slit Tractor mounted machine as the ones in now are not strong enough and bend when you hit a stone . Our quadraplay roller has had to go into repair into Lloyds due to wear and tear.

Wigton park Dalton shelter has been finished now and looks really good.

Also, we have been topping the bottom car park up with ash, on match days there is a problem with the amount of car that come in and are making a mess of the grass verges. We could make a overflow car park but even this wouldn't be enough . The 9 v 9 pitch will need drained properly after the season has ended.

Trailer - we need another plant trailer and are using Ben's at the moment as well as our own. We don't use our flatbed trailer as it is too big and awkward but this could be sold on with only a little bit of work required on it.

Honda mulching mower, we could do with another mulching mower to spread the work over 3 mowers rather than two reducing the amount of wear and tear on them plus if one breaks down as it did last year we have a replacement straight away.

Tower scaffolding, we could also do with this as at the moment we just hire it but if we had our own it would be much handier and, on the health, and safety side much better. Also, a generator would be handy as well on offsite jobs plus events.

Town tubs - we have been giving them a new lick of paint or treatment to freshen them up but some of the wooden ones are needing replaced. I would suggest metal or recyclable plastic would last a lot longer.

Speet Gill - we still haven't started work on the path yet but will complete before the cutting season starts. Just had a couple of trees that fell through the strong winds but we tidied them up and made some habitats for the wildlife with the brash.

Longthwaite allotments - a few perimeter fences were felled with the strong winds this will be sorted out soon. We cut down a couple of trees in some of the allotments but if more work is needed they will have to wait till the back end of the year now. We have been shredding the brash to use as mulch on the town shrub beds saving on skips.

We have also been cutting all the shrub beds in the R & D ground of Innovia which is a big job and is nearly complete and looking tidy.

FC/121/2025 Cemetery Update – Cllr Clark

Moved to Part 2 for confidentiality.

FC/122/2025 Town Mayor's Engagements

See attached report.

FC/123/2025 Clerk's Report

Members were asked if the team organising the Taste of Cumbria could hold a competition for local residents to design a flag for Wigton that could be displayed above the shops. Members agreed but asked they were involved in deciding the winner.

Dennis Graham had missed the last opportunity to apply for funding for the carnival so it was decided a finance meeting would take place on the 3rd March 2025 where the application could be reviewed.

Members were asked what date they would like to meet to celebrate the refurbished Dalton Shelter, it was agreed they would meet on the morning of the Taste of Wigton event 26th April at 9am.

The clerk made members aware of her involvement in the Wigton Area Emergency Response Group. Members were asked if they were ok to release the clerk during normal working hours to complete small tasks. It was noted this was no more than one hour per month.

The clerk provided members with an update regarding the Christmas lights situation after having a meeting with Blachere. They assured the council there would be no more issues moving forward and they would refund the cost of the electrician to us.

FC/124/2025 Member Reports

Cllr Hodson – Met with David Allen and advised members he had been invited to a future meeting.

Cllr Crouch– Attended the Town Team meeting and the Taste of Wigton meeting. Also attended the NHS training to be able to use the app they have designed. Also attended the health and wellbeing event.

Cllr Hamblin – visited Phoenix Park to look at the progress of the mushroom. Met with David Allen.

Cllr Jackson – Went to the Dalton Shelter, attended the Wigton Area Emergency Response Group (WAERG). Also went to Inglewood's coffee morning and attended the health and wellbeing event.

Cllr Ferriby –commented that Wigton Town Council need to be better at sharing what we are doing and the need to consider how we advertise.

Cllr Scott – Attended the WAERG

Meeting Closed – 20:44

Date of next meeting: Wednesday 12th March 2025

PART 2 CONFIDENTIAL

10. Cemetery Update – Cllr Clark

Cllr Clark provided members with an update regarding the tenants at Cemetery House. It was disclosed that the tenant's daughter has asked for WTC's insurance details as a slate fell from the house in the storm causing damage to her car.

Members all agreed to let the insurance company deal with it.

APPENDIX 1

APPENDIX 1 – Actions from minutes

Action	Responsibility	Completion Date	Complete	Comments
Arrange for metal gates to be installed on the public toilets.	EI/SC	30 th March 2025		One gate has been installed
Clean bus shelters	EI/Grounds	30 th April 2025		Is on the grounds team schedule for Spring.
Add SC to accounts	SC	30 th March 2025		SC just needs to bring ID.
Date to meet at Dalton Shelter	FC	26 th April 2025	YES	Meet 9 am on 26 th April
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		
Get quotes for park drainage	EI/SC	30 th May 2025		
Price up a mulching mower	EI/SC	31 st March 2025		
Price up a new trailer and find out cost of repairing current trailer and find value of it.	EI/SC	30 th May 2025		
Price up tower scaffold	EI/SC	30 th May 2025		
Price up generator	EI/SC	30 th May 2025		

