

**A MEETING OF THE FULL COUNCIL WAS HELD ON**  
**WEDNESDAY 12<sup>th</sup> NOVEMBER 2025 AT 7.00PM**

**PRESENT –**

Councillor Anne Jackson (Chairman and Mayor)  
Councillor John Crouch (Vice Chairman and Deputy Mayor)  
Councillor Chris Stapley  
Councillor Shane McCarthy  
Councillor Mary Huntington  
Councillor Sandra Hodson  
Councillor David Ferriby  
Councillor Chris Scott  
Councillor John Hamblin  
Councillor Allan Dawes  
Councillor Paul Shone

Clerk: Emma Ireton

**FC/68/2025 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Councillor Monique Speksnyder  
Councillor Mary Clark

**FC/69/2025 MINUTES FROM PREVIOUS MEETING**

To agree to the Full Council minutes of the 8<sup>th</sup> October 2025 – **Deferred**  
**There was an action to send the financial statement to the WBJC.**

**FC/70/2025 MATTERS ARISING FROM MINUTES – APPENDIX 1**

No updates

**FC/71/2025 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

Cllr Hodson – Item 7

**FC/72/2025 EXCLUSIONS OF PRESS AND PUBLIC**

None

**FC/73/2025 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**

She reported that five new disabled parking bays had been installed in Water Street Car Park as part of recent improvement works. Advance letters were issued to nearby residents and businesses, which helped the works proceed smoothly.

The ongoing drainage issue on Water Street has been raised multiple times and was therefore prioritised by United Utilities.

Long-serving employee Eileen Green is retiring, and Cllr Lynch expressed thanks for her many years of service.

A meeting had taken place with Highways to discuss blocked drains throughout the town.

Parking concerns on George Street were raised, and it was agreed that Cllr JC would take photographs so the matter can be formally reported.

Cllr Dawes requested that Cllr Lynch provide a monthly update on outstanding Highway reports relating to Wigton. It was agreed if the clerk makes the reports it will be easier to provide updates.

The pothole in the bus bay will also be investigated.

Cllr Lynch advised that Borderlands met on 13 October, and a Wigton Town Team meeting took place on 12 November to discuss local projects.

The Wigton Area Emergency Response Group continues to progress and is planning a future emergency exercise to test the response plan.

Cllr Lynch attended the Remembrance Sunday service and the parade to the Memorial Garden.

The Fells and Solway Community Panel will meet on 8 December at 10:00 in the Market Hall. Councillors and members of the public are welcome to attend.

The Neurodiverse and Wellbeing Service will go live on 12 November, offering support while individuals wait for assessment or diagnosis.

The 300 bus service will continue running every 30 minutes, with a new route including Anthon – Kirkbride – Wigton. The 600 service will also begin serving both the Cumberland Infirmary and the West Cumberland Hospital.

Cumberland Council is currently reviewing its 2026/2027 budget.

Cllr Lynch noted that she will not be able to attend the Christmas Lights Switch-On event.

## FC/74/2025 Financial Matters

### 7.1 To receive and authorise Payments and Bank Reconciliation for October 2025

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

#### RESOLVED

Payments and reconciliation for **October 2025** be **approved** (unanimously)

#### Wigton Town Council and Wigton Cemetery Payments

##### Wigton Town Council PAYMENTS LIST

6 November 2025 (2025-2026)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
368 Barton Laws Running costs/Inc	09/10/2025		Town Council Main	Callout BL	Invoice	IDS Fire & Security	S	132.00	26.40	158.40
407 skip hire	09/10/2025		Town Council Main	2 x depot skips	Invoices	Aspatrix Skip Hire	X	560.00		560.00
366 Christmas Event	09/10/2025		Town Council Main	License - Fountain	Invoice	Cumberland Council	X	70.00		70.00
355 Christmas Event	09/10/2025		Town Council Main	Waste for Christmu	Invoice	Cumberland Council	X	780.72		780.72
372 Christmas Event	09/10/2025		Town Council Main	Snow globe and st	Invoice	Big Foot Events	S	1,687.50	337.50	2,025.00
401 Christmas Event	09/10/2025		Town Council Main	Singer Christmas li	Invoice	JD Media	X	2,000.00		2,000.00
437 Admin and Audit	09/10/2025		Town Council Main	Audit	Invoice	Moore Group	S	1,050.00	210.00	1,260.00
403 Admin and Audit	09/10/2025		Town Council Main	Locum clerk cover	Invoices	Vivian Little - Clerk	X	140.23		140.23
405 Mayors Fund	09/10/2025		Town Council Main	Back up and Secur	Invoices	System IT	S	4.00	0.80	4.80
360 Grave Digging	09/10/2025		WBJC Current	Deacon	Invoice	Tivoli Group Limited	S	588.00	117.60	705.60
361 Grave Digging	09/10/2025		WBJC Current	Parker	Invoice	Tivoli Group Limited	S	588.00	117.60	705.60
362 Grave Digging	09/10/2025		WBJC Current	Graham	Invoice	Tivoli Group Limited	S	588.00	117.60	705.60
369 trade waste bins	09/10/2025		WBJC Current	Trade waste	Invoice	Cumberland Council	X	80.00		80.00
461 Plants and bulbs	09/10/2025		WBJC Current	Refund plants	Receipt	John Hamblin	X	48.95		48.95
404 Rent of Market Hall INCL public	09/10/2025		Town Council Main	Office and toilet re	Invoices	Solway Plain Futures	E	669.00		669.00
405 Internet, phones and mobiles	09/10/2025		Town Council Main	Back up and Secur	Invoices	System IT	S	5.00	1.00	6.00
404 Public Toilet	09/10/2025		Town Council Main	Office and toilet re	Invoices	Solway Plain Futures	E	224.41		224.41
409 Building Repair and Maintenance	09/10/2025		WBJC Current	shears, weedkiller,	Invoices	Saundersons	S	44.57	8.91	53.48
410 New Machinery	09/10/2025		Town Council Main	workshop pole pru	Invoices	W M Plant	S	64.65	12.93	77.58
357 Fuel	09/10/2025		Town Council Main	Auger Fuel	Invoice	D A Harrison	S	293.89	58.78	352.67
411 Machinery Maintenance	09/10/2025		Town Council Main	Hire and fuel Sythe	Invoices	W M Plant	S	50.09	10.02	60.11
367 Machinery Maintenance	09/10/2025		Town Council Main	maint Two stroke c	Invoice	Wigton Tool Hire & Suppli	S	25.90	5.18	31.08
356 Machinery Maintenance	09/10/2025		Town Council Main	Iseki Repair	Invoice	Rickerby Limited	S	853.54	170.71	1,024.25
411 Machinery Hire	09/10/2025		Town Council Main	Hire and fuel Sythe	Invoices	W M Plant	S	99.20	19.84	119.04
406 Fuel	09/10/2025		Town Council Main	Machinery fuel	Invoice	W Ferguson Limited	L	181.01	9.05	190.06
408 Tools and equipment	09/10/2025		Town Council Main	Tools and Equipment	Invoices	Saundersons	S	91.87	18.37	110.24
412 Christmas Event	10/10/2025		Town Council Main	Jenna Cole - Christ	Invoices	JD Media	E			
402 Admin and Audit	10/10/2025		Town Council Main	External auditor	Invoice	Moore Group	S			
414 Grave Digging	10/10/2025		WBJC Current	Grave levelling	Invoice	Tivoli	S	250.00	50.00	300.00
439 Clothing/PPE	14/10/2025		Town Council Main		Invoice	SP GS Workwear	S	99.21	19.84	119.05
438 Wages NET	14/10/2025		Town Council Main	Wages	Wages	Wages	E	13,970.14		13,970.14
440 Admin and Audit	15/10/2025		Town Council Main	Parking permit	Receipt	Cumberland Council	E	110.00		110.00
441 Public Toilets Running Costs - r	16/10/2025		Town Council Main	Antibacterial spray	Receipt	B&M store	X	4.78		4.78

**Wigton Town Council**  
**PAYMENTS LIST**

6 November 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
416	Consumables	16/10/2025		Town Council Main	6x stamps	Receipt	Post Office Counter	X	10.20		10.20
442	Barton Laws Running costs/nc	17/10/2025		Town Council Main	Gas BL	Invoice	Total Energies	L	297.95	14.90	312.85
443	Christmas Event	17/10/2025		Town Council Main	Stilt walkers	Invoices	Nova Events	S	720.00	144.00	864.00
445	Admin and Audit	17/10/2025		Town Council Main	Adobe PDF	Receipt	Adobe	S	13.87	2.77	16.64
444	S.137	17/10/2025		Town Council Main	3 x wreaths	Receipt	Poppy Shop	S	62.47	12.50	74.97
462	Electricity	17/10/2025		WBJC Current		Invoice	E.on	L	34.47	1.72	36.19
447	Barton Laws Running costs/nc	21/10/2025		Town Council Main	BL Electric	Invoice	Total Energies	L	99.36	4.97	104.33
446	Depot Running Costs - not rent	21/10/2025		Town Council Main	Depot electric	Invoice	Total Energies	L	59.54	2.98	62.52
448	Christmas Event	22/10/2025		Town Council Main	TENS form	Invoice	Cumberland Council	X	21.00		21.00
449	Subscriptions	22/10/2025		Town Council Main		Invoice	CANWA	X	12.99		12.99
450	PAYE	23/10/2025		Town Council Main	PAYE	Receipt	HMRC - PAYE	E	4,558.17		4,558.17
451	Allotments Running Costs	27/10/2025		Town Council Main	Allotment water	Receipt	Waterplus	S	95.67	19.13	114.80
453	Depot Running Costs - not rent	27/10/2025		Town Council Main	Toilet supplies	Invoices	Nisbets	S	71.54	14.31	85.85
454	Depot Running Costs - not rent	27/10/2025		Town Council Main	Bleach	Receipt	B&M store	E	1.90		1.90
452	Pension	27/10/2025		Town Council Main		Receipt	Cumberland Council Pensio	E	5,628.01		5,628.01
455	Public Toilets Running Costs - r	28/10/2025		Town Council Main	foam hand soap	Receipt	Viking Direct	S	23.43	4.69	28.12
421	Christmas Event	29/10/2025		Town Council Main	Climbing wall	Invoice	Newlands Adventure Centr	S	516.67	103.33	620.00
456	Subscriptions	29/10/2025		Town Council Main	ICO	Invoice	ICO	E	47.00		47.00
457	Barton Laws Running costs/nc	30/10/2025		Town Council Main	BL water	Invoice	Waterplus	S	40.69	8.14	48.83
458	Clothing/PPE	30/10/2025		Town Council Main	Jacke	Receipt	Workwear.co.uk	S	49.79	9.96	59.75
464	Cumberland Management Fees	30/10/2025		WBJC Current	Q1 Management fr	Invoice	Cumberland Council	S	726.00	145.20	871.20
463	Gardener	30/10/2025		WBJC Current	Gardening	Invoice	Garry Boerten	X	375.00		375.00
423	Christmas Event	31/10/2025		Town Council Main	Helter Skelter Dep	Invoice	The Vintage Ride Co	S	640.00	128.00	768.00
424	Bedding Plants and Shrubs	03/11/2025		Town Council Main	4x pack of bulbs	Receipt	B&M store	X	19.96		19.96
415	Barton Laws Running costs/nc	14/11/2025		Town Council Main	BL boiler repair	Invoice	Roland Hill	S	968.00	193.60	1,161.60
473	Wigton Bowling Club	14/11/2025		Town Council Main	Klin dried topdress	Invoice	GroGreen Ltd	S	212.00	42.40	254.40
468	Equipment/Materials	14/11/2025		Town Council Main	Rake	Invoice	Tynedale Farm Services	S	35.00	7.00	42.00
479	Equipment/Materials	14/11/2025		Town Council Main		Invoice	Saundersons	S	83.96	16.79	100.75
467	skip hire	14/11/2025		Town Council Main	2 X SKIP	Invoice	Asphria Skip Hire	X	560.00		560.00
475	Barton Laws Pitches	14/11/2025		Town Council Main		Invoice	GroGreen	S	279.50	55.90	335.40
484	Equipment/Materials	14/11/2025		Town Council Main	Rails and screws	Invoice	Lavendale Timber	S	53.47	10.70	64.17
486	Wigton Park Bowling Club Toile	14/11/2025		Town Council Main	Toilet Refurn	Invoice	LLED CONSTRUCTION	S	25,238.47	5,047.70	30,286.17
487	Wigton Park Bowling Club Toile	14/11/2025		Town Council Main	Guttering toilet ref	Invoice	LLED CONSTRUCTION	S	1,450.17	290.03	1,740.20
418	WBJC Grounds Maintenance	14/11/2025		WBJC Current	Grass cutting	Invoice	Alan Lightfoot	S	1,190.00	238.00	1,428.00

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**Wigton Town Council**  
**PAYMENTS LIST**

6 November 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
419	WBJC Grounds Maintenance	14/11/2025		WBJC Current	Groundwork	Invoice	Alan Lightfoot	S	1,890.00	378.00	2,268.00
466	Grove Digging	14/11/2025		WBJC Current	TURNER	Invoice	Tivoli	S	588.00	117.60	705.60
417	Misc	14/11/2025		WBJC Current	Purchase of small l	Invoice	Alan Lightfoot	S	380.00	76.00	456.00
471	Internet, phones and mobiles	14/11/2025		Town Council Main	Backup and securit	Invoice	System IT	S	9.00	1.80	10.80
485	Christmas Lights Costs	14/11/2025		Town Council Main	7 new trees, St Ma	Invoices	Blachere Illumination	S	1,886.00	377.20	2,263.20
474	Printing	14/11/2025		Town Council Main	Printing	Invoice	Infinity Print Solutions	S	11.32	2.26	13.58
469	clerk	14/11/2025		WBJC Current	Clerk	Invoice	Julia Webster	X	177.84		177.84
470	Room Hire	14/11/2025		Town Council Main	Room hire	Invoice	NADT	X	20.00		20.00
420	Fuel	14/11/2025		Town Council Main	Sept Fuel	Invoice	D A Harrison	S	393.00	78.60	471.60
488	Plants and bulbs	14/11/2025		WBJC Current	Plant Refund	Receipt	Mary Clark	X	95.96		95.96
483	Machinery Maintenance	14/11/2025		Town Council Main	Brushcutter repair	Invoice	W M Plant	S	164.25	32.85	197.10
476	Machinery Maintenance	14/11/2025		Town Council Main	Parkway repair	Invoice	Rickerby Limited	S	70.00	14.00	84.00
477	Machinery Maintenance	14/11/2025		Town Council Main		Invoice	Lloyd Ltd	S	39.30	7.86	47.16
478	Machinery Maintenance	14/11/2025		Town Council Main	Tractor repair	Invoice	Lloyd Ltd	S	1,570.09	314.02	1,884.11
481	Machinery Maintenance	14/11/2025		Town Council Main	Hedgetrimmer rep	Invoice	W M Plant	S	34.00	6.80	40.80
482	Machinery Hire	14/11/2025		Town Council Main	Scythe cutter	Invoice	W M Plant	S	101.00	20.20	121.20
480	Machinery Hire	14/11/2025		Town Council Main	Lawn Aerator	Invoice	W M Plant	S	60.00	12.00	72.00
472	Fuel	14/11/2025		Town Council Main		Invoice	W Ferguson Limited	L	186.51	9.35	196.26
422	Tools and equipment	14/11/2025		Town Council Main	Repair trailer wheel	Invoice	Richard Miller	S	57.10	11.42	68.52

Total **77,284.68** **9,290.81** **86,575.49**

## 7.2 To discuss and vote on the use of surplus funds in the toilet refurbishment budget to urgently replace the windows and doors at Wigton Park Bowling Club

The Clerk explained that, under the previous agreement with Wigton Park Bowling Club, the replacement of the windows had already been approved. As £4,000 remained in the park toilet refurbishment budget, it was recommended that the necessary repairs proceed. The Clerk also advised that the agreement should be updated.

**RESOLVED:**

Members **unanimously** approved the replacement of the windows and doors, subject to the condition that the agreement with Wigton Park Bowling Club is revised within three months.

**7.3 To receive the six-monthly budget monitoring figures and forecast, and to consider suggestions for earmarked reserves or projects.**

Members received the six-monthly budget monitoring report along with the forecast for the next six months. It was noted that the Finance Committee had reviewed the budget line by line and made several amendments. Members were invited to ask questions and advised that the final budget will be presented for approval at the December meeting.

A query was raised regarding the level of reserves held by the Wigton Burial Joint Committee (WBJC) and whether there is a plan for their use.

**FC/75/2025 Town plan**

**Members were invited to discuss the process for creating a new Town Plan.**

It was noted that several actions from the previous plan remain outstanding and will require further consideration. Members also discussed the need to take account of the Borderlands programme and its potential impact on future planning. The question was raised: *What should Wigton look like over the next five years?*

**RESOLVED:**

It was agreed that an agenda item will be included on the December meeting to allow councillors time to consider the skills and experience required to form a working group.

**FC/76/2025 WBJC report**

**Cllr Mary Clark sent apologies but provided the following report:**

- Five funerals are scheduled to take place over the next two weeks.
- The committee has prepared the draft budget for 2026/2027.
- Autumn grounds maintenance is nearing completion.
- Refurbishment of the Cenotaph has been completed.
- There has been a delay in repairing the doors; this work has now been rescheduled for March 2026.

# FC/77/2025 Grounds report

Wigton Town Council

Monthly Grounds Report

Month: November



Item	Description	Comments or requests
Wigton Park	We are spiking , pitch grooming weekly (if played on)and marking fortnightly . Regular leaf picking of the whole area . The whole area will need a final cut , weather permitting	
East End Park	Some play items require attention , these have been taken down until they are repaired or renewed .	Parts needed for basket swing , cradle swing , hip hop seesaw and zip line
Throstle Park	Weekly litter pick and empty bins . Two of the picnic benches have been damaged these will be repaired and all of them will be treated	Will be topped each year.
Phoenix Park	Cleaning path of leafs down to the other allotments	
Barton Laws	Needs its final cut (when dry enough) weekly litter pick and emptying litter bins . Notices have been put up to deter dog owners from going on the pitches and letting their dogs do their business on them , weekly checks are done on the Fridays before match days . Pitches are worked on weekly and marked out fortnightly . There are pot holes on the car park	Need some ash plainings to fill pot holes Also we require some stronger slit tines for our sisal multi slit , this will improve the drainage on the pitches
Wigton Park Bowling Club green	The bowling green is now closed and the back end work has been completed . Some attention is needed on the green edge supports as they are wooden and some are rotten and need replacing also some banking work . The green also needs sprayed for leather jackets	

Allotments - Longthwaite	The grass verges have been strimmed and sprayed	
Allotments - Burnfoot		
Machinery and Vehicles	With the grass season coming to a close ( later than normal due to the abnormal warm weather ) the machinery will be sent in for their annual service . Some of the machinery require minor repairs due to wear and tear	One of our stihl strimmers has been repaired but in the near future this might need replaced as it is 11 years old Also for the future we will need to be looking at getting a new tipper van , random parkway and isiki as all of these are 10 years plus old
Innovia/Futamura	The whole site has had its final cut , cutting shrub beds and hedging . Also we have been clearing leafs up regular	
Equipment		A Generator and dremel tool sharpener would be well used . Also a key cabinet would be helpful .
Staffing	Rhys collage work is going well and is nearing his final exams Most of the staff have had their IOSH health and safety course and passed	
Schools	The schools have had their final cut and spray . We have been spiking the pitches also at the school and scholars green . We have been doing regular clearing of leafs on them all and cutting hedging	The Nelson thomlinson lent us their path cleaner which was a great help and also they have said if we would like to borrow it in the future that would be okay . This will be a great help on setts and the cormarket
Play areas	They have had their final cut , some items require a lick of paint , when weather permits . Fell view play area requires a new cradle swing the old one has been taken down due to an advisory by the insurance	A play item in wigton park is needing repaired , we are still waiting for parts , plus one base is needing repaired due to shrinking producing a gap

St.Marys	This has had its final cut , regular clearing of leaves . We have also cleaned the front and side sandstone flags with hypochlorite . We have planted up all the tubs with winter plants , flower beds and put the tubs back on the railings with their winter plants in .	
Town Benches	Throughout the autumn and winter months we will be repairing any benches needing done and treating and painting all of them	
Other ( bus shelters)	These will be pressure washed and any graffiti or stickers taken off	

## FC/78/2025 Town Mayor Engagements

### MAYOR'S ENGAGEMENTS 8<sup>th</sup> OCT - 12<sup>th</sup> NOV 2025

<u>Date</u>	<u>Event</u>
Wednesday 8 <sup>th</sup> October	Aldi Consultation
Monday 13 <sup>th</sup> October	C C Local Plan drop-in
Monday 20 <sup>th</sup> October	Postal Service - delivering letters to Town businesses
Thursday 23 <sup>rd</sup> October	Hospice at Home p.m. Meeting Staff and Trustees
Thursday 30 <sup>th</sup> October	Hospice at Home AGM, Rheyed, with Cllr Hodson
Thursday 6 <sup>th</sup> November	Judges' Service, Carlisle Cathedral. Invited by the High Sheriff of Cumbria.
Sunday 9 <sup>th</sup> November	Remembrance Service St Mary's Church and wreath laying M Garden
Tuesday 11 <sup>th</sup> November	Wreath laying at Wigton Cemetery
	Attended most of W T C Meetings
<b>CORRESPONDENCE</b>	
Anne C Jackson	12 <sup>th</sup> November 2025

## FC/79/2025 Clerk's Report

Members discussed Borderlands and many asked for a more in-depth update regarding projects. It was agreed the clerk would contact Steve Robinson again and ask if he would attend a council meeting before members could agree on project specifics.

It was agreed the clerk would purchase a greetings card for Eileen Green and manage the collection.

## FC/80/2025 Member Reports

**Cllr Huntington** – Attended the Remembrance Sunday service

**Cllr Crouch** – Attended Remembrance services and shared feedback from a George Street resident regarding car parking on the road and related issues.

**Cllr Hodson** – Attended: Borderlands meeting, Wigton Town Team meeting, Remembrance Sunday services and Hospice at Home AGM on 30<sup>th</sup> October.

Members also thanked Cllr Hodson for dressing the Fountain with poppies.

**Cllr McCarthy** – Attended Remembrance Sunday service and fireworks at Rugby Club.

**Cllr Scott**– Mentioned that Andy's Man's Club asked if they could use Barton Laws as a contingency venue in the circumstance that their regular venue was unavailable. Members approved. Attended fireworks display at the Rugby Club.

**Cllr Stapley** – Attended Remembrance Day service at the cemetery

**Cllr Hamblin** – Attended the Cumbria in Bloom ceremony on 14<sup>th</sup> October where he received an outstanding certificate for his flowerbed entry. Also was in receipt of a £200 donation from the Thrifty Throstle towards the purchase of future plants and flowers. Also attended Remembrance Day services.

**Future agenda items:**

Tommy Statue  
Councillor Training

Meeting Closed: 21:00

Next meeting 10<sup>th</sup> December 2025

Action	Responsibility	Completion Date	Complete	Comments
Arrange for an annual review of buildings and assets at the park bowling club	EI	Asap		
Devise a maintenance schedule for TC owned buildings and land	EI/SC	Asap		
Research funding available for grade 2 listed buildings	EI/SC	30 <sup>th</sup> September 2025		
Research cheaper fuel options	EI/SC	1 <sup>st</sup> August 2025		
Develop plan for park toilets opening	EI/SC	Asap		
Contact Steve Robinson and invite to council meeting	EI/SC	Before December		
Revise Park Bowling Club agreement	EI/SC and councillors	End Feb		

