

A MEETING OF THE FULL COUNCIL WAS HELD ON
WEDNESDAY 14th JANUARY 2025 AT 7.00PM

PRESENT –

Councillor Anne Jackson (Chairman and Mayor)
Councillor Chris Stapley
Councillor Shane McCarthy
Councillor Mary Huntington
Councillor David Ferriby
Councillor Chris Scott
Councillor Allan Dawes
Councillor Paul Shone
Councillor Monique Speksnyder

Clerk: Emma Ireton

FC/94/2025 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Councillor John Crouch
Councillor Mary Clark

FC/95/2025 MINUTES FROM PREVIOUS MEETING

To agree to the Full Council minutes of the 8th October 2025 – **AGREED**
Cllr Hodson abstained as she was not present at the meeting.

To agree to the Full Council minutes of the 10th December 2025 – **AGREED**

FC/96/2025 MATTERS ARISING FROM MINUTES – APPENDIX 1

Research into fuel cards was undertaken, and at this time there is no benefit to using them, as the associated fees would outweigh any potential savings.

The clerk will be meeting with Reverend Richard Corrie on Friday 16th January to a walk around at St Marys to discuss the grounds maintenance.

FC/97/2025 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

None

FC/98/2025 EXCLUSIONS OF PRESS AND PUBLIC

None

FC/99/2025 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

Several members of St Mary's Church congregation were in attendance and spoke about the importance of the gate being restored. It was noted that Wigton Town Council is responsible for the maintenance of the closed churchyard, including boundary walls, fences and gates, in accordance with the transfer of responsibility under **section 215 of the Local Government Act 1972**.

It was RESOLVED to vary the order of business and to consider agenda item 7.2 following Public Participation.

7.2 To consider and approve the repair of St Mary's Church gate at a cost of £1000 + VAT.

Members had a short discussion and moved to a vote.

RESOLVED

Members UNANIMOUSLY voted to approve the repair of St Mary's gate.

6.2 Cumberland Authority Report

Councillor Lynch was in attendance and provided the following comments:

Water Street was temporarily closed, and the flooding issue and pothole were subsequently repaired. Residents are urged to report issues online with photographs, if possible, to the Cumberland Council's website.

It was reported that a local resident had contacted the Town Council urging it to encourage Cumberland Council's Highways team to introduce a 20-mph speed limit through Wigton. It was stated that the Highways team are already considering this matter and that, prior to any changes being implemented, the usual procedures, including traffic surveys, would be required. Some members queried the proposal and asked for it to be a future agenda item.

On Tuesday 3rd February the Flood Mobile will be in Water Street Car Park along with a flood event within the Market Hall between 12pm and 4pm. Councillors and residents are encouraged to attend to discuss flooding issues.

A Borderlands meeting has been planned for Thursday 15th January.

On 10 December, the Wigton Family Hub held its Christmas Party. For the first time, attendance reached maximum capacity.

The Health and Wellbeing Board met in December and discussed opportunities to enhance community development and to locate additional services within Wigton Hospital. The Wellbeing service is going well with lots of people looking for support. Self-referrals can be made.

Questions and comments for Cllr Lynch

- Are there any timelines for the proposed Aldi supermarket?
It was stated this is still under consultation.
- A WTC member shared that they were in receipt of a letter regarding the Kings Arms from Markus Campbell – Savours office.
- A pot hole has appeared on Lowmoor Road, it has been reported to Highways.

FC/100/2025 Financial Matters

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

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

RESOLVED

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

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council PAYMENTS LIST

8 January 2026 (2025-2026)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
473	Wigton Bowling Club	11/12/2025		Town Council Main	Kiln dried topdress	Invoice	GroGreen Ltd	S	212.00	42.40	254.40
570	Equipment/Materials	11/12/2025		Town Council Main	Grease cartridge, f	Invoices	Tynedale Farm Services	S	79.50	15.90	95.40
569	Wigton Park Bowling Club Tolls	11/12/2025		Town Council Main	Guttering replace	Invoice	LLCD CONSTRUCTION	S	898.90	179.78	1,078.68
577	Equipment/Materials	11/12/2025		Town Council Main		Invoice	Swundersons	S	30.82	6.17	36.99
580	Equipment/Materials	11/12/2025		Town Council Main		Invoice	Laversdale Timber	S	19.68	3.94	23.62
594	Park Maintenance	11/12/2025		Town Council Main	Bark	Invoice	Dalston Aggregates	S	141.60	28.32	169.92
582	Equipment/Materials	11/12/2025		Town Council Main		Invoice	Laversdale Timber	S	7.56	1.51	9.07
581	Equipment/Materials	11/12/2025		Town Council Main		Invoice	Laversdale Timber	S	148.25	29.65	177.90
598	Equipment/Materials	11/12/2025		Town Council Main	x40 bolt and wash	Invoice	Wigton Tool Hire & Supplies	S	0.60	0.12	0.72
586	Training	11/12/2025		Town Council Main	Councillor training	Invoices	CALC	E	30.00		30.00
587	Training	11/12/2025		Town Council Main	Councillor training	Invoice	CALC	E	30.00		30.00
564	Christmas Event	11/12/2025		Town Council Main	First Aid for Xmas	Invoice	Steve Wilson	X	150.00		150.00
563	Christmas Event	11/12/2025		Town Council Main	Traffic manager	Invoice	Contractor Ltd (CTM)	S	798.50	159.70	958.20
593	Admin and Audit	11/12/2025		Town Council Main	Interim Audit	Invoice	Julie Wright - Auditor	E	300.00		300.00
583	Internet, phones and mobiles	11/12/2025		Town Council Main		Invoice	System IT	S	9.00	1.80	10.80
592	Bedding Plants and Shrubs	11/12/2025		Town Council Main	CCL PLANTS	Invoice	Cepsticks	S	257.60	51.52	309.12
596	Trade waste bins	11/12/2025		WBJC Current	Trade Waste	Invoice	Cumberland Council	X	60.00		60.00
585	Grave Digging	11/12/2025		WBJC Current	MOORE	Invoice	Tivoli	S	588.00	117.60	705.60
566	Grave Digging	11/12/2025		WBJC Current	CALDERON	Invoice	Tivoli	S	588.00	117.60	705.60
567	Grave Digging	11/12/2025		WBJC Current	RUDD	Invoice	Tivoli	S	588.00	117.60	705.60
565	Grave Digging	11/12/2025		WBJC Current	BROUGH	Invoice	Tivoli	S	588.00	117.60	705.60
568	Grave Digging	11/12/2025		WBJC Current	PIGG	Invoice	Tivoli	S	588.00	117.60	705.60
584	Building Repair and Maintenance	11/12/2025		WBJC Current		Invoice	Swundersons	S	1.18	0.24	1.42
572	Building Repair and Maintenance	11/12/2025		WBJC Current		Invoice	CTW Surveyor	S	731.25	146.25	877.50
571	Room Hire	11/12/2025		Town Council Main	Room hire	Invoice	NADT	E	100.00		100.00
597	Fuel	11/12/2025		Town Council Main	November Fuel	Invoice	D A Harrison	S	394.90	78.98	473.88
589	Rent Depot	11/12/2025		Town Council Main	Depot Rent	Invoice	Thomas Armstrong	E	1,250.00		1,250.00
588	Rent Depot	11/12/2025		Town Council Main	Depot Rent	Invoice	Michael Armstrong	E	1,250.00		1,250.00
578	Machinery Hire	11/12/2025		Town Council Main	Hire machinery	Invoice	W M Plant	S	70.00	14.00	84.00
579	Machinery Hire	11/12/2025		Town Council Main	Hire	Invoice	W M Plant	S	152.00	30.40	182.40
573	Fuel	11/12/2025		Town Council Main		Invoice	W Ferguson Limited	L	88.70	4.44	93.14
576	Tyres	11/12/2025		Town Council Main	New tyre	Invoice	P&L Haile	S	55.15	11.03	66.18
628	Wages NET	12/12/2025		Town Council Main		Wages	Wages	X	14,805.53		14,805.53

Wigton Town Council
PAYMENTS LIST

8 January 2026 (2025-2026)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
612	Pension	12/12/2025		Town Council Main	Pension	Wages	Cumbria Local Government	E	6,004.77		6,004.77
591	House Repairs	12/12/2025		WBJC Current	Plumber - house le	Invoice	Bailey and Stott	S			
590	House Repairs	12/12/2025		WBJC Current	Cupboard kitchen	Invoice	Derwent Valley Building	S			
574	Machinery Maintenance	12/12/2025		Town Council Main	Machinery service	Invoice	Lloyd Ltd	S	84.27	16.85	101.12
575	Machinery Maintenance	12/12/2025		Town Council Main	Service	Invoice	Lloyd Ltd	S	42.79	8.56	51.35
599	Equipment/Materials	15/12/2025		Town Council Main	Tree tags	Invoice	Treemarkers	S	51.45	10.29	61.74
627	Gardener	16/12/2025		WBJC Current		Invoice	Garry Boettien	X	75.00		75.00
626	Electricity	16/12/2025		WBJC Current		Suppliers	Eon	L	63.09	3.15	66.24
623	Public Toilets Running Costs - r	17/12/2025		Town Council Main		Receipt	B&M store	X	46.60		46.60
618	Subscriptions	17/12/2025		Town Council Main		Invoice	Adobe	S	13.87	2.77	16.64
620	Public Toilets Running Costs - r	18/12/2025		Town Council Main	Cleaning over Chri:	Invoice	Nicolle's Cleaning Services	X	320.00		320.00
621	Consumables	19/12/2025		Town Council Main	Stamp	Receipt	Post Office Counter	X	3.60		3.60
622	Mayors Fund	19/12/2025		Town Council Main	Biscuits for residen	Receipt	B&M store	X	27.45		27.45
619	Subscriptions	22/12/2025		Town Council Main		Invoice	CANVA	S	10.82	2.17	12.99
617	Barton Laws Running costs/Inc	23/12/2025		Town Council Main	BL	Suppliers	Total Energies	L	115.23	5.76	120.99
616	Depot Running Costs - not rent	23/12/2025		Town Council Main	Depot	Suppliers	Total Energies	L	75.55	3.78	79.33
615	PAYE	29/12/2025		Town Council Main		PAYE	HMRC - PAYE	E	4,536.04		4,536.04
614	Allotments Running Costs	31/12/2025		Town Council Main	Allotment water	Suppliers	Waterplus	S	235.72	47.15	282.87
613	Internet, phones and mobiles	31/12/2025		Town Council Main		Suppliers	BT Group	S	240.57	48.11	288.68
603	Training	06/01/2026		Town Council Main	First Aid Course	Invoice	Steve Wilson	X	360.00		360.00
631	Christmas Lights Costs	06/01/2026		Town Council Main	Tree/light removal	Invoice	HH Electrical	X	1,130.00		1,130.00
645	Public Toilets Running Costs - r	08/01/2026		Town Council Main		Invoice	Direct 365 Sales	S	114.82	22.96	137.78
601	Barton Laws Running costs/Inc	16/01/2026		Town Council Main	BL	Invoice	IDS Fire & Security	S	895.61	179.12	1,074.73
602	Barton Laws Running costs/Inc	16/01/2026		Town Council Main	Boiler service 2/12,	Invoice	Roland Hill	S	96.00	19.20	115.20
629	Equipment/Materials	16/01/2026		Town Council Main	Generator	Invoice	Wigton Tool Hire & Suppli	S	19.80	3.96	23.76
637	Equipment/Materials	16/01/2026		Town Council Main		Invoice	Scundersons	S	46.89	9.38	56.27
638	Christmas Event	16/01/2026		Town Council Main	Generator	Invoice	W M Plant	S	135.00	27.00	162.00
646	Training	16/01/2026		Town Council Main	Councillor training	Invoice	CALC	X	20.00		20.00
647	Training	16/01/2026		Town Council Main	Councillor training	Invoice	CALC	X	20.00		20.00
648	Solicitor fees	16/01/2026		Town Council Main		Invoice	Cumbria Employment Solic	S	3,941.67	788.33	4,730.00
644	Internet, phones and mobiles	16/01/2026		Town Council Main		Invoice	System IT	S	9.00	1.80	10.80
635	Grave software	16/01/2026		WBJC Current	Burial software arc	Invoice	Gower Consultants	S	881.00	176.36	1,058.16
634	Grave software	16/01/2026		WBJC Current	Burial software hot	Invoice	Gower Consultants	S	1,021.60	204.32	1,225.92
630	Reserves - Contingency	16/01/2026		WBJC Current	Bench	Invoice	Bewick	X	514.90		514.90

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Wigton Town Council
PAYMENTS LIST

8 January 2026 (2025-2026)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
632	clerk	16/01/2026		WBJC Current	Clerk services	Invoice	Julia Webster	X	177.84		177.84
600	trade waste bins	16/01/2026		Town Council Main	Trade waste	Invoice	Cumberland Council	X	50.00		50.00
633	Room Hire	16/01/2026		Town Council Main	Room hire	Invoice	NADT	X	99.00		99.00
642	Machinery Maintenance	16/01/2026		Town Council Main	Repair	Invoice	W M Plant	S	36.99	7.40	44.39
640	Machinery Maintenance	16/01/2026		Town Council Main	Repair Taskman	Invoice	W M Plant	S	264.31	52.86	317.17
641	Machinery Maintenance	16/01/2026		Town Council Main	Repair	Invoice	W M Plant	S	175.75	35.15	210.90
639	Machinery Maintenance	16/01/2026		Town Council Main	Repair Lwmflite	Invoice	W M Plant	S	128.23	25.65	153.88
643	Machinery Hire	16/01/2026		Town Council Main	Parts line marker	Invoice	Fleet Line Markers	S	145.20	29.04	174.24
636	Fuel	16/01/2026		Town Council Main		Invoice	W Ferguson Limited	S	48.80	9.76	58.56

Total 47,292.75 3,135.03 50,427.78

7.3 To consider and approve the Assistant Clerk undertaking the IOSH Managing Safely qualification, at a cost of £425 plus VAT.

Members considered a request for the Assistant Clerk to undertake the IOSH Managing Safely qualification at a cost of £425 plus VAT. It was noted that, going forward, the Assistant Clerk will be responsible for managing health and safety matters relating to the grounds team.

RESOLVED

Members **UNANIMOUSLY** approved the request. The course will be booked from the 4th – 6th of February 2026.

7.4 To consider and approve an estimate of £3,678.63 plus VAT for replacement parts for play park equipment.

The office was notified by Zurich, the Council's insurers, that several items of play equipment required repair. Quotations were obtained, with the total cost amounting to £3,678.63. Members were advised that the required works related to multiple items of equipment and that replacement would not result in a cost saving.

RESOLVED

It was resolved UNANIMOUSLY, to approve the payment to repair the equipment.

FC/101/2025 To consider the acceptance of the gifted statue, the taking of ownership by the Council, and the approval of its proposed location.

Members considered a proposal for a "Tommy" statue to be gifted to the Town Council. The proposal included the Council accepting ownership of the statue and locating it at Barton Laws, close to the war memorial.

RESOLVED:

That the Town Council accept the gifted statue and take ownership of it.

Approved by a majority. Cllr Jackson abstained.

RESOLVED:

That Barton Laws be approved as the location for the statue.

Approved by a majority. Cllr Jackson abstained.

RESOLVED:

That an information board be erected to explain the background of the statue and the war memorial.

Approved unanimously.

FC/102/2025 Grounds Report

Cllr Speksnyder thanked the Woodland Trust for donating trees that were planted in East End Park.



Wigton Town Council

Monthly Grounds Report

Month : January

Item	Description	Comments or requests
Wigton Park	We are spiking pitches weekly and marking fortnightly(if played on or weather permitting) . The lime trees have had their low growths trimmed off to tidy them up , just a bit of shrub cutting and weeding to do in the beds .	Stronger slit spikes are needed for our multi slit spiker
East End Park	Some play items require attention , these have been taken down until they are repaired or renewed . We have also planted some more trees along the fence line in between the park and the houses	Parts needed for basket swing , cradle swing , hip hop seesaw and zip line (On order)
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 . The trees that we replanted are requiring stronger stakes in these	I would recommend that all the area is topped . We did this last year and it was a lot tidier . This will be done when the weather is right and the land dries up
Phoenix Park	The path edging has been completed and looks a lot tidier also the picnic table has been put in as well . There seems to be a mole problem which will be sorted out when the ground thaws out	
Barton Laws	Weekly litter pick and emptying litter bins . Weekly checks are still being done on the Fridays before match days for dog muck . Pitches are worked on weekly and marked out fortnightly . A section of the river bank is getting washed away at the top of the field this requires attention which we will attempt ourselves	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	Some of the green edging still needs attention as well as a section of banking when the weather allows , the green has been spot sprayed for fusarium . I will keep a close eye on this as we don't want this to spread .	

Allotments - Longthwaite	We have been replacing a section of fence in allotment 31 as the old one had asbestos in it (the correct ppe was worn when removing) . I have noticed that there is some empty allotments (32)which need attention we could clean these out and cover with membrane to stop the weeds growing	
Allotments - Burnfoot		
Machinery and Vehicles	The randsom parkway has been sent in for its annual service . As has the 3 honda mowers (lloyds) We have taken the power wash to a firm in Carlisle called tmplant hopefully this reduces the cost of servicing and repairs . The tractor is waiting for some repairs to be done to it	Also for the future we will need to be looking at getting a new tipper van , randsom parkway (at least 1 more year left in the blade maybe 2) and isiki as all of these are 10 years plus old
Innovia/Futamura	Cutting shrub beds and hedging has been completed in innovia , the R & D shrub beds are next along with tidying up Wigton halls site . Some tree work is required on some of the small trees	Purchasing a moss cleaner would be a good idea for the future as it made a really good job on the sites setts and cornmarket . We also need to purchase a chainsaw for tree work that is required
Equipment		A Generator and dremel tool sharpener would be well used . Also a key cabinet would be helpful and rope to help with tree work
Staffing		
Schools	We have been spiking the pitches also at the school and scholars green . We have been also cutting hedging , shrubs , tree growths and cleaning moss off paths	
Play areas	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 . Some fencing work is required as well	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	The front flagged area has had to be coned off due to the danger of the public slipping on them . We do hypochlorite them but with them being sandstone we can only make it so strong not to take the colour out of the flags . The rose beds at the rear also need pruned and some of the trees require attention	
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 , Speet Gill)	These will be pressure washed and any graffiti or stickers taken off . These have not been done yet as the pressure washer has been in for repairs but will be done . We have finished planting out all the daffodils , hopefully in spring the wigton entrances should be full of colour The beck at speet gill needs to be cleaned out as it has quite a bit of debris in it and a tree has fallen across it , the bottom path also needs to be finished off from last year where we were widening it and topping it with fresh ash plannings . Some hawthorn needs cut back on this path as well	As I have said earlier a chainsaw and rope would be handy for the tree work that is needed in speet gill .



FC/104/2025 Town Mayor Engagements

MAYOR'S ENGAGEMENTS 11th DEC 2025- 14th JAN 2026

Date	Event
Thursday 11 th December	a.m. Attended Christmas Concert at Bowness on Solway School
Friday 12 th December	p.m. Attended St Mary's Church for T J School Carol Service.
Saturday 13 th December	p.m. Attended St Mary's Church for a presentation by Wigton Choral Society.
Sunday 14 th December	p.m. Attended Town Carol Service in St Mary's Church.
Monday 15 th December	p.m. Attended Wiggonby School's Christmas Nativity in Aikton Church.
Friday 19 th December	Invited, with Cllr Hodson, to draw the Raffle at Hill's Garage.
Saturday 20 th December	p.m. Invitation to attend the switching on of the new floodlights at WRUFC.
Sunday 21 st December	p.m. Candles by Candlelight Service in St Mary's Church.
Tuesday 23 rd December	My thanks to Cllr Hodson for visiting our residential homes to deliver gifts. Due to illness, I was unable to accompany her.
Monday 12 th January	p.m. Meeting of Churches Together in Methodist Church.
CORRESPONDENCE	Office of M C-Savours re: Wigton Buildings. Invitation to the Mayor of Workington's Civic Dinner (28 th February).

FC/105/2025 Clerk's Report

It was noted that, of the four defibrillators for which Wigton Town Council is responsible, two will require replacement as batteries and CPR pads are no longer available for those models. The Clerk will provide costings for replacements at the next meeting.

The 20-mph speed limit proposal from a local resident was shared with members, who requested that this be included as a future agenda item.

It was agreed that the sub-committee established to develop the Town Plan would meet on **2 February at 18:45 at Barton Laws**.

FC/106/2025 Member Reports

Cllr Dawes – asked whether there was any further information available regarding training. The Clerk advised that in-person training would be delivered over a three-month period prior to Full Council, with sessions scheduled for April, May and June.

Cllr Speksnyder – Attended POA meeting and mentioned there will be a harvest festival at the allotments on 5th September 2026.

Cllr Ferriby – Attended the Christmas concert.

Cllr McCarthy – Attended the Christmas concert.

Cllr Hodson – reported that they had attended the Christmas concert and represented the Town Council at the RABI concert and reading. They also attended a Borderlands meeting and were invited to the Solway Network Church Christmas event. In addition, the Councillor visited local care homes on Christmas Eve to deliver biscuits and chocolates to residents and staff.

Cllr Shone - Attended the Christmas concert.

Cllr Jackson – asked whether a bin could be placed near the top of Barton Laws and was advised that a bin is already located in that area. The Member also enquired whether the Town Council could budget to support families moving to Wigton with very limited resources. Members noted that a number of organisations already provide this type of support and instead requested that a leaflet be produced to signpost residents to the relevant services.

Cllr Stapley – Attended the Christmas concert.

Future agenda items:

20 mph proposal

Meeting Closed: 20:32

Next meeting 11 February 2026

DRAFT