

WIGTON TOWN COUNCIL

Town Clerk: Emma Ireton
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3 June 2026

Dear Councillor

You are summoned to attend a meeting of the Full Council on **Wednesday 10th June 2026 at 7:00 pm** in the Cumberland Suite, Wigton Market Hall.

Please let me know if you are able to attend.

Yours sincerely

E. Ireton

Emma Ireton
Clerk to the Council

Agenda

1. Apologies for Absence

To receive and accept apologies for absence

2. Minutes of the meetings of the Town Council Meeting

To receive and agree the minutes of the Full Council meeting held on the 13th May 2026.

3. Matters arising from the minutes

To review actions from minutes (Appendix 1)

4. Declarations of Interest/Dispensations

Members are invited to declare "Disclosable Pecuniary Interests" and "Other Registerable Interests" and refer to "Dispensations" relating to any item on the agenda.

5. Exclusion of the Press and the Public

To consider whether any items on the agenda should be considered without the presence of the press and public, on the grounds of confidentiality, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 1(2)

6. Public Participation

6.1 To receive comments and 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.

6.2 To receive reports from Cumberland Authority members in attendance

7. Financial Matters

7.1 To receive and authorise Payments and Bank Reconciliation for May 2026.

7.2 To receive and note the Internal Auditor's report for the financial year ended 31 March 2026.

7.3 To reappoint the internal auditor for 2026/2027

7.4 To consider and approve the Annual Governance Statement (Section 1 of the AGAR) for the year ended 31 March 2026.

7.5 To consider and approve the Accounting Statement and Year End accounts (Section 2 of the AGAR) for the year ended 31 March 2026.

7.6 To approve the dates for the Exercise of Public Rights.

7.7 To consider and approve purchasing annual parking permits for the clerk and deputy clerk.

7.8 To consider and approve known regular payments for August in advance, delegating the authority to make payments to the RFO and Chairman. All payments will be ratified in the September meeting.

7.9 To consider continuing the current arrangement whereby the Clerk and Deputy Clerk open, close and clean the public conveniences at Water Street, Wigton Park and Barton Laws, rather than engaging an external contractor.

8. Council Policies

To review and approve the following policies and governance documents for 2026/2027:

- Standing Orders
- Financial Regulations
- Complaints Procedure
- Code of Conduct
- Financial Risk Assessment

9. WBJC

To receive a report from the WBJC.

10. Committee Members

To add a member to the finance and staffing committees.

11. Grounds Report

To receive an update.

12. Town Mayor’s Engagements

13. Clerk’s Report

14. Member Reports

14.1 To receive reports from Councillors who have attended meetings or engagements.

14.2 To consider future agenda items.

15. Date of next meeting: Wednesday 8th July 2026

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	Ongoing		
Organise litter pick	EI/SC and councillors	End April		
Expense Policy	EI/SC	July		
Arrange for dog poo bags to be placed around the town.	SC	ASAP		
Flood Report – include on future agenda and request meeting with CC representatives				