

A MEETING OF THE FULL COUNCIL WAS HELD ON

WEDNESDAY 8TH JULY 2026 AT 7.00PM

PRESENT –

Councillor John Crouch (Mayor and Chairman)
Councillor Mary Huntington
Councillor David Ferriby (Arrived 19:31)
Councillor Sandra Hodson
Councillor Mary Clark
Councillor Paul Shone
Councillor Chris Scott
Councillor Chris Stapley
Councillor Ritchie Budd

Clerk: Emma Ireton

FC/42/2026 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Councillor Shane McCarthy

FC/43/2026 MINUTES FROM PREVIOUS MEETING

To agree to the Full Council minutes of the 10th June 2026– **AGREED**

A question was raised as to whether a query submitted by a councillor had been omitted from the minutes. Members were asked to decide whether to approve the minutes as presented or request an amendment. It was **RESOLVED** to approve the minutes as presented. Later in the meeting, it was noted that the councillor's original query had, in fact, been recorded elsewhere in the minutes.

FC/44/2026 MATTERS ARISING FROM MINUTES – APPENDIX 1

Andrew Harrison of Cumberland Council had been contacted in relation to the Flood Report. Members were advised to submit any questions to Mr Harrison before an in person meeting was arranged, as it was anticipated that he would be able to address most matters without the need for a meeting.

FC/45/2026 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

Cllr Hodson declared a DPI in agenda item 7.1.

FC/46/2026 EXCLUSIONS OF PRESS AND PUBLIC

None

FC/47/2026 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

Item 6.2 was postponed until later in the agenda as Cllr Lynch was expected to arrive late.

FC/48/2026 Financial Matters

7.1 To receive and authorise Payments and Bank Reconciliation for June 2026

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

RESOLVED

Payments and reconciliation for **June 2026** be **approved** (unanimously)

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council

PAYMENTS LIST

02 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
113	Barton Laws Running costs/Ino	11/05/2026		Town Council Main	BL water	Suppliers	Waterplus	S	38.86	7.77	46.63
129	Equipment/Materials	11/05/2026		Town Council Main		Invoice	Agratech	S	45.25	9.05	54.30
134	Clothing/PPE	11/05/2026		Town Council Main		Receipt	Stephen Farish	X	22.99		22.99
130	Admin and Audit	11/05/2026		Town Council Main		Invoice	MPermit	S	45.83	9.17	55.00
137	Consumables	11/05/2026		Town Council Main		Receipt	B&M store	X	7.09		7.09
135	Consumables	12/05/2026		Town Council Main		Invoice	Amazon	S	45.07	9.02	54.09
100	Wages - NET	14/05/2026		Town Council Main	May wages	Wages	Wages	E	14,116.21		14,116.21
133	Admin and Audit	14/05/2026		Town Council Main	Cards	Receipt	Out of the Blue	X	6.45		6.45
30	Public Toilets Running Costs - i	15/05/2026		Town Council Main	Toilet signs	Invoice	Safety signs	S			
88	Wigton Baths	15/05/2026		Town Council Main		Invoice	Wigton Baths Trust	E			
32	trade waste bins	15/05/2026		WB/C Current	General Trade was	Invoice	Cumberland Council	X	60.00		60.00
97	Cumberland Management Fees	15/05/2026		WB/C Current	Q4 Man Costs	Invoice	Cumberland Council	S	816.00	163.20	979.20
93	Gardener	15/05/2026		WB/C Current		Invoice	Alan Lightfoot	S	648.00	129.60	777.60
92	Building Repair and Maintenance	15/05/2026		WB/C Current		Invoice	Saundersons	S	12.81	2.56	15.37
109	Subscriptions	17/05/2026		Town Council Main		Invoice	Adobe	S	13.87	2.77	16.64
76	Allotments Running Costs	18/05/2026		Town Council Main	Skip allotment	Invoice	D A Harrison	S	420.00	84.00	504.00
83	Public Toilets Running Costs - i	18/05/2026		Town Council Main	Nappy disposal qu	Invoice	Direct 365 Sales	S	42.55	8.51	51.06
83	Public Toilets Running Costs - i	18/05/2026		Town Council Main	Nappy disposal qu	Invoice	Direct 365 Sales	S	1.00	0.20	1.20
81	Allotments Running Costs	18/05/2026		Town Council Main		Invoice	Laversdale Timber	S	262.55	52.51	315.06
82	Allotments Running Costs	18/05/2026		Town Council Main		Invoice	Laversdale Timber	S	17.20	3.44	20.64
91	Equipment/Materials	18/05/2026		Town Council Main		Invoice	Saundersons	S	66.06	13.21	79.27
84	Chemicals and Pesticides	18/05/2026		Town Council Main		Invoice	GroGreen	S	135.00	27.00	162.00
85	Chemicals and Pesticides	18/05/2026		Town Council Main		Invoice	GroGreen	S	135.00	27.00	162.00
86	Chemicals and Pesticides	18/05/2026		Town Council Main		Invoices	GroGreen	S	253.00	50.60	303.60
107	Barton Laws Running costs/Ino	18/05/2026		Town Council Main		Suppliers	Total Energies	L	206.91	10.35	217.26
98	Subscriptions	18/05/2026		Town Council Main	Scribe annual fee	Invoice	Starboard Systems Limited	S	1,188.00	237.60	1,425.60
75	Admin and Audit	18/05/2026		Town Council Main	Audit fee	Invoice	Moore Group	S	1,391.25	278.25	1,669.50
87	Office Equipment	18/05/2026		Town Council Main	Printing	Invoice	Infinity Print Solutions	S	27.77	5.56	33.33
80	Internet, phones and mobiles	18/05/2026		Town Council Main	365 licence	Invoices	System IT	S	35.48	7.10	42.58
79	Internet, phones and mobiles	18/05/2026		Town Council Main	Protection and bac	Invoice	System IT	S	4.00	0.80	4.80
79	Internet, phones and mobiles	18/05/2026		Town Council Main	Protection and bac	Invoice	System IT	S	5.00	1.00	6.00
77	Room Hire	18/05/2026		Town Council Main	Room hire	Invoice	NADT	E	52.50		52.50
29	Fuel	18/05/2026		Town Council Main	March fuel	Invoice	D A Harrison	S	499.53	99.91	599.44
96	Fuel	18/05/2026		Town Council Main		Invoice	D A Harrison Fuel Green In	S	414.77	82.96	497.73

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Wigton Town Council

02 July 2026 (2026-2027)

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
90 Machinery Maintenance	18/05/2026		Town Council Main		Invoice	Lloyd Ltd	S	27.65	5.53	33.18
89 Machinery Maintenance	18/05/2026		Town Council Main		Invoice	Lloyd Ltd	S	484.92	96.98	581.90
78 Rent of Market Hall INCL public	18/05/2026		Town Council Main		Invoice	Solway Plain Futures	E	669.00		669.00
94 Fuel	18/05/2026		Town Council Main		Invoice	W Ferguson Limited	L	229.24	11.46	240.70
78 Public Toilet	18/05/2026		Town Council Main		Invoice	Solway Plain Futures	E	224.41		224.41
120 Allotments Running Costs	19/05/2026		Town Council Main		Hinges	Travis Perkins	S	4.58	0.92	5.50
106 Depot Running Costs - not rent	19/05/2026		Town Council Main		Suppliers	Total Energies	L	83.65	4.18	87.83
119 Equipment/Materials	19/05/2026		Town Council Main		Hacksaw blades	Travis Perkins	S	3.87	0.77	4.64
103 Electricity	20/05/2026		WBIC Current		Suppliers	E.on	L	40.96	2.05	43.01
108 Subscriptions	22/05/2026		Town Council Main		Invoice	CANVA	S	10.82	2.17	12.99
105 Plants and bulbs	22/05/2026		WBIC Current		Plants refund	Mary Clark	X	92.00		92.00
121 Clothing/PPE	26/05/2026		Town Council Main		Receipt	B&M store	X	25.96		25.96
111 Pension	26/05/2026		Town Council Main		Wages	Cumbria Local Government	E	3,464.05		3,464.05
110 PAYE	26/05/2026		Town Council Main		PAYE	HMRC - PAYE	X	4,942.06		4,942.06
104 WBIC Grounds Maintenance	27/05/2026		WBIC Current		Invoice	Alan Lightfoot	S	764.00	152.80	916.80
114 Allotments Running Costs	29/05/2026		Town Council Main		Allotment water	Waterplus	S	122.15	24.43	146.58
95 Public Toilets Running Costs - r	01/06/2026		Town Council Main		Syphon and flush l	Robert Cooper	S	99.20	19.84	119.04
157 Public Toilets Running Costs - r	01/06/2026		Town Council Main		Toilets	Colleen Irving	X	350.00		350.00
159 Public Toilets Running Costs - r	01/06/2026		Town Council Main		Plumber - public to	Robert Cooper	S			
158 Clothing/PPE	01/06/2026		Town Council Main		Uniform	Aremco Ltd (Stitch & Print	S	54.22	10.84	65.06
156 Internet, phones and mobiles	01/06/2026		Town Council Main		Invoice	BT Group	S	258.49	51.70	310.19
155 Plants and bulbs	02/06/2026		WBIC Current		Plant refund	M Clark	X	9.99		9.99
139 clerk	02/06/2026		WBIC Current		Clerking Services	Julia Webster	E	207.48		207.48
165 Gardener	02/06/2026		WBIC Current		Invoice	Garry Boertien	X	150.00		150.00
161 Pitch Maintenance	03/06/2026		Town Council Main		spray markers	Amazon	S	24.99	5.00	29.99
160 Internet, phones and mobiles	03/06/2026		Town Council Main		3 X Mobile phones	EE	S	66.69	13.34	80.03
169 Machinery Maintenance	03/06/2026		Town Council Main		Invoice	Mowshop	S	26.85	5.37	32.22
194 Your Move - Management Fees	04/06/2026		WBIC Reserves Acco		Fees	Your Move	S	99.45	19.89	119.34
166 Water	05/06/2026		WBIC Current		Invoice	Waterplus	S	8.62	1.72	10.34
162 Rates Market Hall	05/06/2026		Town Council Main		Invoice	Cumberland Council	X	71.00		71.00
164 Rates Depot	05/06/2026		Town Council Main		Depot B Rates	Cumberland Council	X	220.00		220.00
163 Barton Laws	05/06/2026		Town Council Main		BL B Rates	Cumberland Council	X	208.00		208.00
170 Public Toilets Running Costs - r	08/06/2026		Town Council Main		Toilet Rolls	Amazon	S	39.97	8.00	47.97
171 Public Toilets Running Costs - r	08/06/2026		Town Council Main		trimmer wire, bin	Amazon	S	7.74	1.55	9.29
171 Depot Running Costs - not rent	08/06/2026		Town Council Main		trimmer wire, bin	Amazon	S	33.99	6.80	40.79

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Wigton Town Council

02 July 2026 (2026-2027)

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
154 Admin and Audit	08/06/2026		Town Council Main		2nd class stamps	Post Office Counter	X	26.39		26.39
171 Machinery Maintenance	08/06/2026		Town Council Main		trimmer wire, bin	Amazon	S	29.32	5.86	35.18
172 Internet, phones and mobiles	09/06/2026		Town Council Main		phone case	Amazon	S	11.65	2.33	13.98
195 Park Maintenance	10/06/2026		Town Council Main		Invoice	Safety signs	S	29.29	5.86	35.15
144 Public Toilets Running Costs - r	11/06/2026		Town Council Main		fuel surcharge	Direct365	S	1.00	0.20	1.20
143 Allotments Running Costs	11/06/2026		Town Council Main		Allotment material	Laversdale Timber	S	73.02	14.60	87.62
141 Equipment/Materials	11/06/2026		Town Council Main		Invoice	Laversdale Timber	S	270.60	54.12	324.72
142 Equipment/Materials	11/06/2026		Town Council Main		Invoice	Laversdale Timber	S	9.74	1.95	11.69
146 skip hire	11/06/2026		Town Council Main		Invoice	Aspetra Skip Hire	E	320.00		320.00
173 Barton Laws Running costs/ino	11/06/2026		Town Council Main		BL Water	Waterplus	S	38.86	7.77	46.63
196 Barton Laws Running costs/ino	11/06/2026		Town Council Main		BL Water	Waterplus	S			
150 Allotments Running Costs	11/06/2026		Town Council Main		Skip rent	D A Harrison	S	10.00	2.00	12.00
174 Wigton Baths	11/06/2026		Town Council Main		Donation	Wigton Baths Trust	S	8,333.33	1,666.67	10,000.00
99 Website	11/06/2026		Town Council Main		Webhosting and m	Ministry of Doing	X			
149 Admin and Audit	11/06/2026		Town Council Main		Audit fee	Julie Wright - Auditor	E	300.00		300.00
140 Internet, phones and mobiles	11/06/2026		Town Council Main		Back up and securi	System IT	S	9.00	1.80	10.80
145 Internet, phones and mobiles	11/06/2026		Town Council Main		Invoice	Infinity Print Solutions	S	5.32	1.07	6.39
147 Internet, phones and mobiles	11/06/2026		Town Council Main		Annual hosting anc	Ministry of Doing	S	283.33	56.67	340.00
138 Grave Digging	11/06/2026		WBIC Current		W HUGHES	Tivoli	S	623.28	124.66	747.94
148 Building Repair and Maintenan	11/06/2026		WBIC Current		Invoice	Saundersons	S	66.00	13.20	79.20
152 Grave Digging	11/06/2026		WBIC Current		Robinson	Tivoli	S	623.28	124.66	747.94
151 Fuel	11/06/2026		Town Council Main		Invoice	W Ferguson Limited	L	306.24	15.31	321.55
153 Machinery Maintenance	11/06/2026		Town Council Main		Isaki tyres	GT Tyres	S	310.00	62.00	372.00
Total								45,841.65	3,929.21	49,770.86

FC/49/2026 FLOOD REPORT

Members had previously received a copy of the flood report and wanted the opportunity to discuss its contents with the local authority – Cumberland Council. Andrew Harrison from the Cumberland Council was contacted prior to the meeting, he requested questions be sent to him prior to arranging a potential meeting.

RESOLVED

Members would submit any questions or concerns to the Clerk. The Clerk would also gather feedback from residents and collate all matters raised before forwarding them to Mr Harrison on behalf of the Town Council.

FC/50/2026 WBJC REPORT

It was reported that the annual inspection had taken place and had helped to resolve several outstanding issues. Health and safety was identified as an area requiring further improvement.

Cumberland Council inspects headstones on a scheduled basis, with Wigton due to be inspected next year. Potential concerns were raised regarding the Banks Memorial, the public toilet block and a section of the cemetery wall. It was agreed that a structural engineer would be appointed to inspect these structures.

Two funerals had taken place during the month.

The cemetery grounds were reported to be looking good, largely due to the work of volunteers. However, it was noted that a long-term plan would be required to ensure the gardens could be maintained in the future.

The town's Christmas trees were being stored in the building adjacent to the house. It was requested that enquiries be made to establish whether the trees presented a fire risk. The benches stored in the building also required tidying and organising.

FC/51/2026 GROUNDS REPORT

Several items of play equipment were still awaiting repair, pending the arrival of replacement parts.

Judging for Cumbria in Bloom at Dalston was due to take place on Friday 10 July. The grounds team would be in attendance to ensure that all grassed areas were cut and strimmed in preparation.

The school grounds had been prepared for the schools' sports days.

It was reported that a small fire in Throstle Park had damaged the willow tree.

During the meeting, it was also reported that the gate providing access to Phoenix Park from the Crofts was rusty and required removal.

FC/52/2026 TOWN MAYOR'S ENGAGEMENTS

Attended the Junior School's board game fundraiser.

Presented funds to the Food Pantry.

Also attended Wigton Carnival.

FC/53/2026 Clerk Report

A work experience student from the Nelson Thomlinson School joined the grounds team for a few days.

Park Bowling Club Agreement is still being reviewed.

Discussed the Borderlands membership, at a previous meeting it was suggested that WTC have 4 members instead of 5. Members agreed to consider the suggestion.

FC/47/2026 PUBLIC PARTICIPATION

6.2 Cumberland Authority Report – Cllr Lynch arrived late.

Residents had sought advice regarding missed bin collections. Recent disruption to green-waste collections was attributed to a shortage of drivers qualified to operate refuse collection vehicles. A further issue had arisen at Kirkland Meadows, where a parked vehicle was preventing refuse vehicles from gaining access.

Parking around the Crofts at school pick-up times was being investigated.

Several Council Tax queries had been received. The drainage issue at the bottom of the Nelson Thomlinson School drive had been rectified. A loose drain cover outside Travellers World required reporting.

The parking team continued to investigate reports that the Market Hill parking area was not being maintained.

It was reported that the lower section of the fence adjacent to Black Beck at Greenacres had been removed.

Aldi had submitted amended planning documents. Members were encouraged to review the documents and forward any comments to the Clerk for consideration as part of the Town Council's response.

Speet Gill had been reported as untidy. The grounds team was aware and would attend to the area shortly.

Cllr Lynch had received a report that a hole had appeared in a sandstone wall after blocks were removed over several nights. The matter had also been reported to Cumberland Council as a potential hazard requiring attention.

It was also reported that the path between Wigton Baths and Lowmoor Road was overgrown and required attention.

FC/54/2026 Member Reports

Cllr Speksnyder – Attended the Town Meeting. Also mentioned that the bus survey required completing. It was agreed all comments regarding the bus survey be sent to the clerk who would complete the survey.

Cllr Ferriby – No engagements but mentioned a finance meeting date was required. It was agreed that the meeting would be on 22 July at 5pm at Barton Laws.

Cllr Hodson – Attended the Town Meeting and Wigton Carnival.

Cllr Shone – Informed Members that he was arranging a site visit with a structural engineer to inspect several structures at the cemetery, as highlighted by Cllr Clark in the WBJC report.

Cllr Jackson – Attended the Town Meeting, the junior school fundraiser and Wigton Carnival.

Future agenda items:

Flood report

Persimmon Homes development

Meeting Closed: 20:22

Next meeting: 9th September 2026

Action	Responsibility	Completion Date	Complete	Comments
Arrange for an annual review of buildings and assets at the park bowling club	EI	Asap		Will be included in maintenance schedule.
Devise a maintenance schedule for TC owned buildings and land	EI/SC	Ongoing		
Organise litter pick	EI/SC and councillors	End April	NO	NADT arranged a litter pick Wednesday 19 th August from 2-4pm.
Expense Policy	EI/SC	July		
Arrange for dog poo bags to be placed around the town.	SC	ASAP	YES	
Flood Report – include on future agenda and request meeting with CC representatives	EI	July	YES	Questions need sent to RH prior to arranging a meeting.

DRAFT