

A MEETING OF THE FULL COUNCIL WAS HELD ON

WEDNESDAY 9th SEPTEMBER 2026 AT 7.00PM

PRESENT –

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

Clerk: Emma Ireton

FC/55/2026 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE

Councillor Mary Clark
Councillor Speksnyder

FC/56/2026 MINUTES FROM PREVIOUS MEETING

To agree to the Full Council minutes of the 8th July 2026– **AGREED**

FC/57/2026 MATTERS ARISING FROM MINUTES – APPENDIX 1

No update

FC/58/2026 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA

None

FC/59/2026 EXCLUSIONS OF PRESS AND PUBLIC

Part item 11.

FC/60/2026 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

Cllr Elaine Lynch was in attendance and reported the following:

- Several concerns had been received from residents regarding the Aldi development. Cllr Lynch had contacted the Planning Department, which confirmed that the application would be determined by the Planning Committee rather than by officers under delegated authority.
- Emails had also been received regarding neglected buildings in the town. Cllr Lynch had contacted the relevant officers and was awaiting an update, with the intention of arranging a site visit.
- Parking outside the King's Arms continued to cause difficulties for large vehicles travelling around the Fountain. However, as the land was privately owned, the matter fell outside Cumberland Council's remit.
- A planning application had been submitted for the redevelopment of the former NatWest building to provide several flats and a whisky-tasting room.
- Cumberland Council had cleared a number of additional drains in Wigton.
- Concerns had been raised about customers visiting the Baths parking within the Woolner Brook estate, which had resulted in disagreements with residents. As the road had not yet been adopted by Cumberland Council, Cllr Lynch would contact the developer for further information regarding parking provision.
- The lower section of the fence installed at Brookside had been removed to allow debris to pass underneath. The Environment Agency was investigating options to assist properties at Burnside that had experienced flooding, including the possible installation of flood gates. CCL was also being encouraged to take more positive action following the flood report. It was suggested that a channel could be installed to divert floodwater.
- The next meeting of the Fells and Solway Committee would take place on 14 September at Thursby.
- Cllr Lynch continued to investigate the installation of electric vehicle charging points in Wigton.
- The Nelson Thomlinson School had achieved excellent A-level results.
- Cumberland Council was considering initiatives to improve the cleanliness of town centres. Cllr Lynch invited members to identify areas of Wigton requiring attention. Meeting House Lane and the car park adjacent to the Throstle's Nest were suggested.
- Members raised concerns regarding missed refuse collections, including significant sections of Lowmoor Road.

Cllr Lynch concluded by thanking the Mayor, Cllr John Crouch, for an excellent Civic Service.

FC/61/2026 Financial Matters

7.1 To ratify the payments made in July 2026.

Members received the July 2026 payment schedules for Wigton Town Council and Wigton Cemetery.

RESOLVED: That the payments made in July 2026 be ratified.

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council										11 August 2026 (2026-2027)	
PAYMENTS LIST											
Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
235	Public Toilets Running Costs - r	13/08/2026		Town Council Main	fuel surcharge	Invoice	Direct 365 Sales	S	1.00	0.20	1.20
242	Equipment/Materials	13/08/2026		Town Council Main		Invoice	Saundersons	S	62.07	12.42	74.49
237	Office Equipment	13/08/2026		Town Council Main		Invoices	Infinity Print Solutions	S	12.08	2.42	14.50
234	Internet, phones and mobiles	13/08/2026		Town Council Main		Invoice	System IT	S	9.00	1.80	10.80
233	Room Hire	13/08/2026		Town Council Main	Room hire	Invoices	NADT	X	40.00		40.00
231	Gardener	13/08/2026		WBIC Current	Cemetery gardenin	Invoice	Garry Boertien	X	375.00		375.00
243	Building Repair and Maintenance	13/08/2026		WBIC Current		Invoice	Saundersons	S	21.24	4.25	25.49
248	Bedding Plants and Shrubs	13/08/2026		Town Council Main		Invoice	Capsticks	S	160.00	32.00	192.00
238	New Machinery	13/08/2026		Town Council Main	New Tines	Invoice	Lloyd Ltd	S	705.20	141.04	846.24
246	New Machinery	13/08/2026		Town Council Main	New strimmer	Invoice	WM Plant	S	719.95	143.99	863.94
236	Fuel	13/08/2026		Town Council Main		Invoice	W Ferguson Limited	L	130.64	6.53	137.17
244	Machinery Maintenance	13/08/2026		Town Council Main	C324985	Invoices	WM Plant	S	89.56	17.91	107.47
245	Machinery Maintenance	13/08/2026		Town Council Main	Oil and blades	Invoices	WM Plant	S	47.00	9.40	56.40
239	Machinery Maintenance	13/08/2026		Town Council Main		Invoice	Lloyd Ltd	S	29.00	5.80	34.80
240	Machinery Maintenance	13/08/2026		Town Council Main	Relay box Tractor	Invoice	Lloyd Ltd	S	605.46	121.09	726.55
241	Machinery Maintenance	13/08/2026		Town Council Main	mower repair	Invoice	Rickerby Limited	S	324.50	64.90	389.40
230	Machinery Maintenance	13/08/2026		Town Council Main	Strimmer repair	Invoice	TM Plant Services	X	75.00		75.00
244	Machinery Hire	13/08/2026		Town Council Main	C324985	Invoices	WM Plant	S	91.00	18.20	109.20
247	Reserves - Contingency	13/08/2026		WBIC Current	Noticeboard	Invoice	Noticeboards online	S	654.00	130.80	784.80
Total									4,151.70	712.75	4,864.45

7.2 To consider and approve the schedule of payments for August 2026.

Members considered the August 2026 payment schedules for Wigton Town Council and Wigton Cemetery.

RESOLVED: That the schedules of payments for August 2026 be approved.

Wigton Town Council and Wigton Cemetery Payments

Wigton Town Council											
PAYMENTS LIST											
Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
248	Bedding Plants and Shrubs	14/08/2026		Town Council Main		Invoice	Capsticks	S	160.00	32.00	192.00
252	WBIC Grounds Maintenance	14/08/2026		WBIC Current	Revised Invoices	Invoice	Alan Lightfoot	S	3,256.38	651.28	3,907.66
246	Fluo	14/08/2026		WBIC Current		Invoice	Yomdale Farm Services	S	135.83	27.16	162.99
237	Office Equipment	14/08/2026		Town Council Main		Invoice	Infinity Print Solutions	S	12.08	2.42	14.50
234	Internet, phones and mobiles	14/08/2026		Town Council Main		Invoice	System IT	S	9.00	1.80	10.80
229	Cemetary Land Management Fees	14/08/2026		WBIC Current	Oil Saw Management Fees	Invoice	Caulfield Council	S	3,285.00	275.00	3,560.00
231	Gardener	14/08/2026		WBIC Current	Cemetery gardenin	Invoice	Garry Boertien	X	375.00		375.00
243	Building Repair and Maintenance	14/08/2026		WBIC Current		Invoice	Saundersons	S	21.24	4.25	25.49
233	Room Hire	14/08/2026		Town Council Main	Room Hire	Invoice	NADT	X	40.00		40.00
238	New Machinery	14/08/2026		Town Council Main	New Tines	Invoice	Lloyd Ltd	S	705.20	141.04	846.24
246	New Machinery	14/08/2026		Town Council Main	New strimmer	Invoice	WM Plant	S	719.95	143.99	863.94
231	Fuel	14/08/2026		Town Council Main	July Fuel	Invoice	W Ferguson Limited	L	130.64	6.53	137.17
244	Machinery Maintenance	14/08/2026		Town Council Main	C324985	Invoice	WM Plant	S	89.56	17.91	107.47
239	Machinery Maintenance	14/08/2026		Town Council Main	Oil and blades	Invoice	WM Plant	S	47.00	9.40	56.40
240	Machinery Maintenance	14/08/2026		Town Council Main	Relay box Tractor	Invoice	Lloyd Ltd	S	605.46	121.09	726.55
241	Machinery Maintenance	14/08/2026		Town Council Main	mower repair	Invoice	Rickerby Limited	S	324.50	64.90	389.40
230	Machinery Maintenance	14/08/2026		Town Council Main	Strimmer repair	Invoice	TM Plant Services	X	75.00		75.00
244	Machinery Hire	14/08/2026		Town Council Main	C324985	Invoice	WM Plant	S	91.00	18.20	109.20
247	Reserves - Contingency	14/08/2026		Town Council Main	Noticeboard	Invoice	Total Energies Ltd	L	115.01	7.99	123.00
248	Reserves - Contingency	14/08/2026		Town Council Main	Noticeboard	Invoice	Adrian	S	14.00	2.80	16.80
233	Public Works Board	14/08/2026		Town Council Capital		Invoice	Public Works Issue Board	S	6,041.86		6,041.86
232	Barton Lanes Running costs	18/08/2026		Town Council Main		Suppliers	Total Energies	L	43.48	3.10	46.58
239	Electricity	18/08/2026		WBIC Current		Suppliers	Eden	L	96.30	5.32	101.62
235	Communications	19/08/2026		Town Council Main		Invoice	Aramex	S	28.24	4.25	32.49
238	Public Works Running Costs	19/08/2026		Town Council Main		Invoice	Aramex	S	22.45	2.58	25.03
238	Public Works Running Costs	19/08/2026		Town Council Main	Reserv	Invoice	BMN water	S	6.75		6.75
233	Reserves - Contingency	19/08/2026		Town Council Main		Suppliers	Eden	L	96.30	5.32	101.62
234	Reserves - Contingency	19/08/2026		Town Council Main	Batteries and tools	Invoice	BMN water	S	6.75		6.75
234	Reserve	21/08/2026		Town Council Main	Waste	Invoice	Councils Local Government E	S	3,462.00		3,462.00
238	Public Works Hire	21/08/2026		WBIC Current	Public Works	Invoice	Caulfield Council	X	60.00		60.00
235	Public Works	21/08/2026		WBIC Current		Invoice	2161 Sire	X	6,000.00		6,000.00
235	Public Works	21/08/2026		WBIC Current		Invoice	2161 Sire	X	65.00		65.00
237	Subscriptions	22/08/2026		Town Council Main		Invoice	ODIVA	S	10.82	2.17	12.99

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Wigton Town Council
PAYMENTS LIST

03 September 2026 (2025-2027)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
316	Equipment/Materials	25/08/2026		Town Council Main	Refund	Invoice	Lanwade Timber	S	-384.64	-76.93	-461.57
315	PAYE	25/08/2026		Town Council Main	PAYE	PAYE	HREC - PAYE	X	5,368.49		5,368.49
337	Sept Events	26/08/2026		Town Council Main	Blythe	Invoice	Emma McKay	X	180.00		180.00
287	Sept Events	26/08/2026		Town Council Main	Remainder	Invoice	Bubbles & Squeak	X	360.00		360.00
288	Sept Events	26/08/2026		Town Council Main	Party in the Park	Invoice	Aura Body Art	X	400.00		400.00
289	Sept Events	26/08/2026		Town Council Main	Party in the Park	Invoice	Llama Llama	X	180.00		180.00
292	Vehicle Maintenance	26/08/2026		Town Council Main		Invoice	GT Tyres	S	59.17	11.83	71.00
346	Sept Events	27/08/2026		Town Council Main	Ponchos	Invoice	Amazon	S	41.62	8.33	49.95
348	Sept Events	27/08/2026		Town Council Main	Ponchos	Invoice	Amazon	S	36.69	7.34	44.03
338	Sept Events	28/08/2026		Town Council Main		Invoice	Just Measlin	X	250.00		250.00
339	Sept Events	28/08/2026		Town Council Main		Invoice	Phil Monardo	X	180.00		180.00
340	Sept Events	28/08/2026		Town Council Main		Invoice	Tamstac	X	300.00		300.00
341	Sept Events	28/08/2026		Town Council Main		Invoice	North West Sound Ltd	X	250.00		250.00
342	Sept Events	28/08/2026		Town Council Main		Invoice	North Stonework and Land	X	100.00		100.00
343	Sept Events	28/08/2026		Town Council Main		Invoice	Kian Leonard	X	50.00		50.00
350	Public Toilets Running Costs - 1	11/09/2026		Town Council Main		Invoice	Direct 365 Sales	S	45.04	9.01	54.05
352	Park Maintenance	11/09/2026		Town Council Main	Roundup	Invoice	GrüGreen	S	194.00	38.80	232.80
355	Equipment/Materials	11/09/2026		Town Council Main	cable ties and start	Invoice	Scandersons	S	5.57	1.12	6.69
368	Internet, phones and mobiles	11/09/2026		Town Council Main	Audit fee	Invoice	Moore Group	S	1,391.25	278.25	1,669.50
348	Internet, phones and mobiles	11/09/2026		Town Council Main	Email renewal x 12	Invoice	X-NET	S	200.00	40.00	240.00
349	Internet, phones and mobiles	11/09/2026		Town Council Main	Wi-Fi 365 and 6	Invoice	System IT	S	9.00	1.80	10.80
310	Cleaning and toilet supplies	11/09/2026		WBC Current		Invoice	Fletcher Contract Cleaning	S	41.00	8.20	49.20
293	Cleaning and toilet supplies	11/09/2026		WBC Current	Toilet roll	Invoice	Fletcher Contract Cleaning	S	41.00	8.20	49.20
357	New Machinery	11/09/2026		Town Council Main	New Strimmer	Invoice	W H Hale	S	499.50	99.90	599.40
354	Machinery Maintenance	11/09/2026		Town Council Main		Invoice	Robbery Limited	S	69.01	13.80	82.81
351	Fuel	11/09/2026		Town Council Main	Fuel	Invoice	W Ferguson Limited	L	160.59	8.03	168.62
353	Printing	11/09/2026		Town Council Main		Invoice	Infinity Print Solutions	S	8.97	1.79	10.76
356	Building Repair and Maintenance	11/09/2026		WBC Current	Paints, mulls, and st	Invoice	Scandersons	S	44.41	8.88	53.29
Total									48,115.44	2,511.10	50,626.54

7.3 To receive and approve the bank reconciliations for the months ending:

- 31 July 2026; and
- 31 August 2026.

RESOLVED: That the bank reconciliations for the months ending 31 July and 31 August 2026 be approved.

7.4 To receive and note the External Auditor's Report and Certificate for the year ended 31 March 2026, and to consider any matters arising.

Members received the External Auditor's Report and Certificate. No questions or matters arising were raised.

RESOLVED: That the External Auditor's Report and Certificate for the year ended 31 March 2026 be noted.

7.5 To consider and approve registration with GOV.UK Pay to enable the council to accept debit card, credit card and digital-wallet payments, and to authorise the Clerk/RFO to complete the necessary application and implementation arrangements.

Members had received the relevant information by email prior to the meeting.

RESOLVED: That the Council register with GOV.UK Pay and that the Clerk/RFO be authorised to complete the necessary application and implementation arrangements.

7.6 To consider investigating the installation of an InPost Locker at Barton Laws.

Members had received the relevant information prior to the meeting. It was suggested that alternative postal locker providers should also be investigated, as several InPost Lockers were already available in Wigton.

RESOLVED: That the Clerk contact InPost to arrange a site visit to establish whether Barton Laws would be a suitable location and what size of locker installation would be appropriate. The findings would be reported to members at a future Full Council meeting.

7.7 To consider agreeing in principle to acquire the shed situated at Wigton Cemetery from Wigton Burial Joint Committee and to authorise the Clerk to investigate its value and the costs associated with dismantling, transporting and rebuilding it, with a further report to be presented to Council before any purchase is completed.

The Clerk provided members with further information regarding the anticipated costs of acquiring, dismantling, transporting and rebuilding the shed. It was estimated that the total cost could exceed £6,000, including the purchase price.

RESOLVED: That the Council would not proceed with the purchase of the shed.

7.8 To approve a 3.3% pay increase for all employees, effective from 1 April 2026, and to authorise payment of back pay due.

Members acknowledged the agreed pay increase.

RESOLVED: That the 3.3% pay increase for all employees, effective from 1 April 2026, be approved and that the Clerk/RFO be authorised to process the back pay due.

FC/62/2026 WBJC REPORT

It was reported that there had been 3 funerals since the last meeting.

The chapel doors had been refurbished.

At the last committee meeting the committee decided to sell the shed as it was unused. The RFO would sell on Marketplace.

The toilets have been painted inside.

FC/63/2026 GROUNDS REPORT

All summer contracts had been completed, and the grounds team was now focusing on its winter work programme, including hedge cutting.

The team would also undertake essential maintenance at St Mary's Closed Churchyard to bring the grounds up to the required standard.

One of the grounds team has resigned, his last working day will be 18th September. The council wish him luck for his future.

FC/64/2026 TOWN MAYOR'S ENGAGEMENTS

Date	Engagement
1 st August	Wigton Baths 125 th year Anniversary
19 th August	Tour of Britain
27 th August	Proclamation of Carlisle great fair 2026
29 th August	Party in the Park
5 th September	Harvest Festival - Allotments
6 th September	Aspatria's Civic Service His own Civic Service

FC/65/2026 CLERK'S REPORT – PART CONFIDENTIAL

Members were advised that the current three-year grounds maintenance contract with Dalston Parish Council would expire on 31 March 2027 and that the work would be subject to a new tendering process.

The Innovia grounds maintenance contract was also due to expire on 31 March 2027. The Clerk advised that the Council intended to submit tenders for both contracts. Members noted that, if the Council was unsuccessful in retaining both contracts, staffing levels might need to be reviewed.

Preparation of the 2027/28 budget had commenced, and potential cost-saving measures were being investigated. It was reported that replacing the monthly skip collection with Biffa front-end loader bins could save the Council approximately £2,539 per year.

A complaint had been received regarding the condition of the alleyway leading from Water Street Car Park to the High Street, past the public toilets. The alleyway was reported to be unkempt and dirty, with leaves obstructing the drains. The matter had been reported to Cumberland Council, which advised that it was an unadopted path and therefore outside its responsibility. However, Cumberland Council operatives had previously been observed clearing the area. This information was shared with Cllr Lynch.

A member requested that all councillors receive first-aid training to enable them to assist at Council events and within the town. Following discussion, members agreed that the Council would not arrange first-aid training for all councillors. A volunteer paramedic was present at Council events, and members agreed that councillors should contact the emergency services where a member of the public required urgent medical assistance. Cllr Hodson advised that free first-aid and defibrillator training would be available at Wigton Bowling Club, West Road, at 7.00 pm on 21 October.

Members were advised that the Clerk would be on annual leave from 25 September to 6 October 2026.

The date of the next Staffing, Policy and Development Committee meeting was considered.

RESOLVED: That the Staffing, Policy and Development Committee meeting be held at Barton Laws at 5.45 pm on 7 October 2026, following the Finance Committee meeting.

FC/66/2026 MEMBER REPORTS

Member (Cllr)	Date	Report
Hodson	22 nd July	Allotment Inspection
	27 th August	Proclamation of Carlisle great fair 2026
	29 th August	Party in the Park
	5 th September	Harvest Festival - Allotments
	6 th September	Aspatia's Civic Service Mayor John Crouch's Civic Service
Ferriby	29 th August	Party in the Park
	6 th September	Aspatia's Civic Service Mayor John Crouch's Civic Service
	9 th September	Town Plan Meeting
Scott	19 th August	Tour of Britain
	6 th September	Aspatia's Civic Service Mayor John Crouch's Civic Service
	8 th September	WAERG Meeting. Discussed a funding opportunity. It was stated that only one group could apply for funding for one area. Councillors agreed that it would be more beneficial for the WAERG to apply for funding that WTC.
Jackson	22 nd July	Allotment Inspection
	19 th August	Tour of Britain
	29 th August	Party in the Park
	5 th September	Harvest Festival - Allotments
	6 th September	Mayor, John Crouch's Civic Service
Stapley	29 th August	Party in the Park
	5 th September	Harvest Festival - Allotments
McCarthy	1 st August	Wigton Baths 125 th year Anniversary
	29 th August	Party in the Park
	6 th September	Mayor, John Crouch's Civic Service
		It was also mentioned that the bubble lady at Party in the Park was excellent so she should be regularly booked at events. Cllr Hodson also wanted to highlight and thank several volunteers for helping at Party in the Park. The clerk will thank the volunteers by email.
Shone	14 th October	Provided apologies for the next FC meeting.

FC/67/2026 TO CONSIDER FUTURE AGENDA ITEMS

To consider InPost lockers.

Members to contact the clerk to add any additional item to the agenda.

Date of next meeting: Wednesday 14th October 2026

Meeting Closed 20:16

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		
Expense Policy	EI/SC	July	YES	To be taken to the SPD meeting on 7 th October.
Research postal/delivery lockers	EI/SC	October		Ask InPost for a site visit and research other options