



ASPATRIA TOWN COUNCIL

www.aspatria-tc.gov.uk

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Wednesday 1st October 2025

NOTICE

The next meeting of Aspatria Town Council is to be held in Aspatria Methodist Church Hall on Tuesday 21st October 2025 at 6.00 p.m.

A G E N D A

1. Apologies: To receive and accept apologies and note the reasons for absence.	
2. Mayor's announcements/updates:	
3. Declarations of Interest: Members are invited to make any declarations of Pecuniary Interest or other Registerable Interest (other than those recorded on their Notification of Pecuniary Interests or other Registerable Interests) relating to any items on the agenda.	
4. Minutes of Aspatria Town Council Meeting held 16th September 2025: To authorise the Chairman to sign, as a correct record, the minutes of the Aspatria Town Council Meeting held on Tuesday 16 th September 2025	To approve the minutes from the last meeting. If approved the minutes are signed by the Mayor and given to the Clerk to file.
5. Minutes of Aspatria Town Council Meeting Confidential Item (part 2): To approve, authorise and sign by Chairman.	To approve part 2 Confidential Item; Annual Salary Increase for Town Clerk & RFO. Confidential items are only circulated to Councillors.
6. Minutes of the Events Committee Meeting held 18th September 2025: To approve the minutes of the last Events Committee Meeting.	Circulated to the Councillors with the council papers prior to the meeting.
7. Minutes if the Parks & Allotments Meeting held 3rd October 2025: To approve the minutes of the last Parks & Allotments Meeting.	Circulated to the Councillors with the council papers prior to the meeting.
8. Clerk's Report:	Clerk to address the meeting.

9. Public Participation:	
10. Highways:	
11. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors: 11.1 Councillor Kevin Thurlow	
12. Financial Matters:	<ul style="list-style-type: none"> • Expenditure and Income Schedule for Aug & Sept 2025 • Invoices to be approved • Bank Reconciliation for Sept 2025 • Bank Statement Sept 2025 • Transfer of funds from deposit to current account • Quarter 2 report – April-Sept 25 • Items for 2026-27 budget • Internal Audit review for April – Sept 25
13. Parks & Allotments:	Allotments: <ul style="list-style-type: none"> • Outgang Road • Lawson St • Solicitors update St Mungos Park: <ul style="list-style-type: none"> • Public toilet • Drainage Issues • Entrances to the park for vehicles • Park Railings
14. Cumberland Local Plan:	Cllr S Maxwell
15. Council Van:	To discuss the council van and need for equipment (spare tyre etc)
16. Remembrance Sunday:	Remembrance Parade – Sunday 9 th November.
17. Freedom of Information, Complaints Procedure and Sickness/Absence Policy:	The Clerk has circulated the policies to councillors prior to the meeting. To agree and adopt the policies at this meeting. The policies will then be uploaded to the website.
18. Christmas Events/Raffle:	To discuss Christmas/raffle areas for the lights competition.
19. Schedule of Correspondence, Notices and Publications: To receive a schedule of correspondence, notices and publications	

received since the last meeting.	
20. Applications for Development:	Applications for development are circulated to councillors via email on receipt of them
21. Items submitted by members:	
22. Items for the next meeting:	
23. Confidential Items:	None
24. The next Meeting of Aspatria Town Council will take place on Tuesday 18th November 2025 at 6.00 p.m.	

Signed _____ Kelly Cooper - **Town Clerk**