

# ASPATRIA TOWN COUNCIL

**Minutes of Aspatria Town Council Meeting held on Tuesday 13<sup>th</sup> September 2022 at 7.00 p.m.  
at the Methodist Church Hall, Aspatria.**

**PRESENT:** Councillor A Maxwell (Chair)

**Councillors:** Cllr S Maxwell, Councillor A Reay, Cllr B Blackburn, Cllr K Thurlow, Cllr D McRea, Cllr R Gregory, Cllr K Smith, Cllr M Rose, Cllr J Lister.

**Also in Attendance:** Ms S Hullock (RFO), Mrs K Cooper (Town Clerk)

## Minutes

Item		Action
<b>1. Apologies:</b> To receive and accept apologies and note the reasons for absence.	Cllr Henry Barker did not attend.	Clerk to note.
<b>2. Mayors Announcements/Updates:</b>	<p>Councillor Alan Maxwell announced the meeting would be participating in one minute silence in respect of the late sovereign Queen Elizabeth II, this was followed by Cllr Maxwell reading a proclamation. Cllr Maxwell informed the meeting of David King's resignation as councillor. Mr King was due to retire at the end of year however with the construction of the new website, including councillor information, decided to retire with immediate effect.</p> <p>On Sunday 11<sup>th</sup> September we held the Mayor's Civic Service at St Kentigerns Church. This was a great event which was well attended however some Mayor's in the County sent apologies due to them holding proclamation services. Thanks was given to the Town Clerk for the organisation of the event and to Gwen Atkinson for providing a lovely buffet. Praise was given by the Mayor of Cockermouth in regard to our order of service sheets.</p> <p>Cllr Alan Maxwell and Cllr Stephanie Maxwell attended the Mayor of Allerdale's Civic Service in August at Keswick, this was the last event as Allerdale Borough Council ceases in 2023.</p> <p>The Senior Citizens trip was a great day out and enjoyed by all. Cllr Smith told the meeting they had raised £50 from the bus quiz. This was donated to Katie Byers.</p> <p>Cllr Maxwell informed all councillors the Town Clerk is on annual leave from 30<sup>th</sup> September and will return to work on 10<sup>th</sup> October.</p> <p>The vicar Stewart Fyfe is to meet with Cllr Maxwell on Thursday 15<sup>th</sup> September to discuss the Remembrance Service. Cllr Reay told the meeting of a volunteer who has come forward to co-ordinate the poppy wreathes, these will be purchased from the British Legion.</p> <p>The hedge at Richmond Hill School has now been trimmed back.</p>	AM & TC to discuss poppy wreathes.

<b>3. Declarations of Interest:</b> 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.	None.	
<b>4. Minutes of Aspatria Town Council Meeting held Tuesday 19<sup>th</sup> July 2022:</b> To authorise the Chairman to sign, as a correct record, the minutes of the last Aspatria Town Council Meeting held on	Approved.	
<b>5. Matters arising from Minutes of the last Meeting held Tuesday 19<sup>th</sup> July 2022.</b>	Payments for the Senior Citizens. Cllr Blackburn asked if the digital display has been erected at the train station. It was also mentioned the Queen St drains have not been resolved and the school lights are still working incorrectly.	AR & TC
<b>6. Public Participation:</b>	Cllr Blackburn has been approached regarding the competition which used to take place for Aspatria's best kept garden. There are no plans to begin this initiative in the near future.	
<b>7. Highways:</b>	The pavements outside Beacon Hill School and running along the front of The Letters Inn are damaged. The school lights are working at incorrect times, including weekends. The digital display has not yet been installed at the train station. The pavement outside the houses opposite the post office are damaged.	JL
<b>8. To receive for information, reports on issues relevant to the Town from County, District and Independent Councillors:</b> 1.1 Councillor Jim Lister 1.2 Councillor Kevin Thurlow		
<b>9. Brough St Bins:</b>	Cllr Alan Maxwell received a letter from our local MP Mark Jenkinson who has corresponded with Andrew Seekings from Allerdale regarding the collection of waste at Brough Street. The reply received was not informative. Cllr Thurlow informed the meeting changes were made due to the health and safety issues to waste collectors and this was supported by unions.	Ongoing

<p><b>10. Park energy bill:</b></p>	<p>Cllr Maxwell referred to a document within the papers composed by RFO in regard to EDF increasing our monthly direct debit as we seem to owe a substantial amount for the changing rooms due to our direct debit being set at a reduced amount. RFO contacted EDF and this is being looked into as the metre readings provided were true readings as opposed to estimates. Mike Blair has been monitoring the meters and the usage of electricity, which shows weekends are peak times due to the football. In winter the internal heaters are switched on to prevent damp within the changing rooms however these seem to use a substantial amount of electricity. It was discussed any teams using the changing rooms are to pay towards running costs. Town Clerk purchased a safety deposit box whereby teams can pay via a sealed envelope. Cllr McRea has circulated this information to all teams via a Whatsapp group. Cllr Gregory suggested the council pay off the arrears with EDF and begin with a clean slate. Cllr Smith seconds this decision. Cllr Stephanie Maxwell told the meeting of a new regulation from Ofgem in 2018 which states companies cannot claim arrears if the debt is over 12 months.</p> <p>Marie Rose leaves at 19.35.</p> <p>Jim Lister leaves at 19.50.</p>	<p>RFO to action</p>
<p><b>11. Lawson St Allotments – New ownership:</b></p>	<p>A letter was received from Brockbanks Solicitors on behalf of their client who has inherited the land which the Lawson Street allotments reside. The letter states there may possibly be a review of the annual rent paid by the council and a new contract to be put in place between their client and Aspatria Town Council. Town Clerk tried to contact the solicitor for more information. It was in agreeance the council may need to appoint a solicitor.</p>	<p>TC</p>
<p><b>12. Financial Matters:</b></p>	<p><b>EDF Electricity Arrears and Future Direct Debit (Sports Pavillion):-</b></p> <p>The RFO circulated a report to inform Members of the arrears which have accumulated since the Council switched to EDF Energy, (October 2020), and how this has happened. Various discussions were held around this report. The RFO also explained that a spreadsheet has been maintained, (since 17 August 2022), to record the daily meter readings. This confirms that the meters do not appear to have any faults or indicates excessive usage/potential leaks. The Caretaker also informed the RFO that the heaters in the changing rooms are thermostatically controlled and these could have been running 24/7 during the winter months. The Caretaker confirmed that these heaters have been switched off.</p> <p><b>RESOLVED that:-</b></p> <p>(i) the report be accepted</p> <p>(ii) the RFO establishes the rules around back-billing and whether the arrears amount could be reduced due</p>	

- to these rules
- (iii) Option One, as detailed in the report, be taken which involves paying the arrears in full.
  - (iv) the future direct debit be increased to £280 per month.
  - (v) the RFO continues to monitor the daily meter readings
  - (vi) the RFO brings a report to the next meeting detailing the costs and usage of the changing rooms to enable the current hire out rate of £20 per session to be reviewed.

**Expenditure and Income Schedule for July 2022:-**  
**RESOLVED that** the income and expenditure detailed for July 2022 in the attached schedule be approved.

**To receive the Bank Reconciliation Statements as at 31st July 2022 -**  
**RESOLVED that** the circulated Bank Reconciliation Statements be confirmed and accepted as a true record.

**Expenditure and Income Schedule for August 2022:-**  
**RESOLVED that** the income and expenditure detailed for August 2022 in the attached schedule be approved.

**To receive the Bank Reconciliation Statements as at 31st August 2022 -**  
**RESOLVED that** the circulated Bank Reconciliation Statements be confirmed and accepted as a true record.

Councillors also agreed the following payments to be made:-

- Cumbria Pest Services £132.00
- LR & JA Allen £219.04
- Aspatia Farmers £45.75
- Lloyd Ltd £361.90
- Firpress £66.00
- Wigton Bowling Club Ltd £514.40
- Methodist Church £96.00 & £84.00

The RFO explained that an email was received from J Davies Enterprise stating that we had missed the required payment date as per the contract, of the first of the month, for the maintenance of the Council's website..

The RFO explained to Members that we have never really paid on the first of the month, as the payment is always brought to the Council meeting on the third Tuesday of each month for approval.

However, having received a warning email, a payment was made immediately in September, prior to this meeting, to avoid any action being taken against the

	<p>Council and the RFO seeks prior approval to pay the final £60.00 October 2022 payment prior to this agreement being terminated.</p> <p><b>RESOLVED</b> approval is given to pay J Davies Enterprise on the first working day of October 2022 for the final payment.</p>	
<b>13. Grant applications:</b>	<p>Town Clerk received a letter from Wigton Baths Trust requesting help to fund different initiatives they run, including 10p swim scheme and installing a new hoist for disabled users. Town Clerk advised the trust to complete a grant application form.</p>	Ongoing
<b>14. Website update:</b>	<p>Photographs of the Councillors were taken at the beginning of the meeting. Town Clerk is working behind the scenes to build the new site.</p>	Ongoing
<b>15. Brandraw Toilets – signage &amp; energy bills:</b>	<p>Town Clerk purchased two new signs for the toilet block which are now displayed on the doors and inform the public of the opening times of the toilets. The energy bill for the toilets for the period of July and August were received and paid by the RFO.</p>	
<b>16. Cooperative:</b>	<p>Cllr Reay told the meeting of several complaints he has received regarding Aspatria Coop. Some of these include the store being closed due to severe down pours, causing inconvenience to customers, the internal ceiling exposing wires and pipes, the exterior of the store in disrepair. Cllr Reay also mentioned the proposed plans to build a new store as the current store is deteriorating rapidly. The councillors were in agreeance for the Town Clerk to write to head office voicing the concerns especially due to the fact the store is a food outlet.</p> <p>RFO leaves at 20.30</p>	TC
<b>17. Modifications to Library:</b>	<p>Councillors Alan Maxwell, Stephanie Maxwell and Kevin Thurlow attended the library open day which was to inform the public of the new plans. Cllr Stephanie Maxwell circulated drawings of the existing building and the new, improved layout which is to include the childrens' services Sure Start. Moving forward the library will be reducing the selection of books on offer; however, books will be available to order on request. The work is to commence in October 2022 and be completed by March 2023, in this timescale the library will be operating from the old fire station.</p>	
<b>18. Monument Cleaning:</b>	<p>The Lawson Monument situated at Market Square is felt to be neglected, with the water basins becoming blocked and in disrepair, flowers in the troughs are no longer there and weeds surround the area. Cllr Maxwell has previously contacted Allerdale in regard to the issue and this has been forwarded to Allerdale Cleaning Services.</p> <p>Cllr Reay expressed how the town is seemingly neglected and looking untidy due to weeds growing throughout the town. Cllr Reay also told of how we</p>	TC to action

	purchased our own flowers for the town to reduce costs, however these have not been watered enough meaning several baskets and the mangers on Castle Terrace have since died and been taken down.	AM, AR & TC to discuss
<b>19. Queen St car park toilets:</b>	This is to be discussed at the next meeting.	Ongoing
<b>20. Jubilee Walk Footpath:</b>	Work on the footpath has now been completed. The path will be monitored during worse weather to analyse if the work carried out has resolved the flooding issue.	
<b>21. Tunnel Bridge car park:</b>	Town Clerk researched who the land belonged to and has since made a request to have parking bays painted on the land. This action has been assigned to a team.	Ongoing
<b>22. Parks and Allotments:</b>	<p>The next meeting date for a parks and allotments meeting is to be confirmed. Lloyds have now serviced the new Kubota mower which was completed onsite at St Mungos Park. The new bench held at Mike Blair's compound is to be installed once the contractor is available. Lawson Street allotments and the bowling club hedge are needing to be trimmed down.</p> <p>The waste land at Outgang Road allotments is very overgrown, Town Clerk has instructed Tivoli to complete the work. There is currently a 2-3 week waiting list due to workload. Allerdale came to inspect the play equipment at St Mungos Park and Victoria Park, awaiting the report.</p>	<p>TC to contact contractor.</p> <p>Ongoing.</p>
<b>23. Anti-Social Behaviour:</b>	<p>On Sunday 11<sup>th</sup> September the Town Clerk was called to West Street where the blue metal bench had been damaged by a car which had then drove away. Town Clerk spoke with neighbours and called the police. Town Clerk enquired about CCTV.</p> <p>CCTV is to be placed at Brandraw car park which will look onto the toilet block and the entrance to the library.</p>	Ongoing.
<b>24. Christmas light event &amp; Senior Citizens Christmas treat:</b>	A sub-committee comprising of Cllr Smith, Cllr Reay, Cllr Stephanie Maxwell, Cllr Alan Maxwell and Town Clerk are to meet on Wednesday 21 <sup>st</sup> September at 1pm at The Letters Inn to discuss the Christmas events being held in December.	
<b>25. Watering of flowers:</b>	As discussed at section 18.	
<b>26. Park:</b>	The charge for the use of the changing rooms at St Mungos Park is to be discussed. The rebound wall and the compound which is to be constructed by our groundsman is still to be completed.	Ongoing
<b>27. Schedule of Correspondence, Notices and Publications:</b> To receive a schedule of correspondence, notices and publications received since the last meeting.		

<b>28. Applications for Development:</b>	Town Clerk received a complaint relating to the application for a café at The Red Lion. Town Clerk informed the meeting of the reply to the complainant, in which all disputes are to be noted with Allerdale Planning Department.	
<b>29. Items submitted by members:</b>		
<b>30. Items for the next meeting:</b>	Queen Street car park toilets	
<b>31. Confidential items:</b>	None.	
<b>32. The next meeting of Aspatria Town Council will take place on Tuesday 18<sup>th</sup> October 2022 at 7.00 p.m. at the Methodist Hall, Aspatria.</b>		

**The meeting ended at 9pm**

Chairman.....

Date.....

